



Board of Education Regular Meeting  
Monday, April 7, 2025 6:00 PM  
Yukon Public School District ISD #27 Administration Bldg., Board Room, 600 Maple Street, Yukon, OK 73099

### Agenda

The following is a list of the business to be conducted by the Board of Education at the above meeting:

1. Invocation/Moment of Silence and Flag Salute  
Please join me in a moment of silence. The moment of silence is a time to reflect, meditate, pray or engage in any other silent activity that does not interfere with others. The moment of silence shall begin now.
2. Call to order and roll call
3. Reorganization of the Board and Oath of Office
  - 3.A. Vote to elect Board President
  - 3.B. Vote to elect Board Vice-President
  - 3.C. Vote to elect Board Clerk
  - 3.D. Vote to elect Board Deputy Clerk
  - 3.E. Vote to elect Board Member
  - 3.F. Administration of the oath of office
4. Reports/ Comments from Superintendent and/or Staff
5. Board Member Communications and Announcements
  - 5.A. Individual Board Member Comments
  - 5.B. Upcoming Meetings/ Events:  
APRIL:  
18 No school  
  
MAY:  
5 Board Meeting  
22 Last day of school  
23 Graduation  
26 Memorial Day
6. Communications - Request for patrons to address the board - Pursuant to Board Policy AF, comments can be made only by district patrons concerning items listed on this agenda.
7. Finance Consent Docket- All of the finance consent items will be discussed, considered and approved or disapproved by one vote unless a board member desires to have a separate vote on any or all of the consent items.
  - 7.A. Encumbrances and Change Orders as recommended by Dr. Jason Simeroth, Superintendent, and Jason Johnson, Chief Financial Officer
  - 7.B. Treasurer's Report(s) and General Fund Report(s)
  - 7.C. Child Nutrition Report
8. Business Consent Docket: All of the consent items will be discussed, considered and approved or disapproved by one vote unless a board member requests to have a separate vote on any or all of the consent items.
  - 8.A. Minutes of March 3, and April 3, board meetings
  - 8.B. Following a 30-day review, policies: DO, DO-R, & DOB are to be voted on.
  - 8.C. New contract for 2024-2025 School Audit

- 8.D. Fund transfer request
- 8.E. Surplus
  - From YHS:
    - 11 Bookshelves
    - 2 sets of student computer stations
    - 9 tables
    - 36 student chairs
- 8.F. New contract for OKTLE
- 8.G. Out of state travel
- J Edwards requests permission to attend the National TSA Conference in Nashville, TN, June 27 - July 1. Expenses to be covered by site professional development funds.
- J Edwards, M Williams, D Mowrey, and R Middaugh request permission to attend the AP Conference in Boston, MA, July 15 - 18, 2025. Expenses to be covered by site professional development funds.
- M Foster requests permission to attend the NATA Symposia in Orlando FL, 0624-272025. Expenses to be covered by 412 (career tech) funds.
- 8.H. Renew contract with Pitzer's Lawn Management, Inc.
- 8.I. Contracts for YFAC use
- 9. New Business: this business, in accordance with Oklahoma Statutes, title 25-311 (A)(9) is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda.
- 10. Personnel Docket:
  - 10.A. Personnel-Vote to convene or not to convene in executive session pursuant to 25 O.S.307 (B)(1) to discuss the resignations, employment of support and certified personnel, promotions, recommendation of change of assignment, and/or transfers as listed on the attached Exhibit A, elementary and secondary administrator rehires, and an employee grievance.
  - 10.B. Acknowledge the board has returned from executive session. Executive session minutes compliance announcement.
  - 10.C. Discussion and possible action on the attached Exhibit A, Personnel items.
  - 10.D. Discussion and possible action on the employee grievance.
- 11. Adjournment

PO Revisions FY2025

PO Numbe	Rev No.	Current Vendor	Proposed Vendor	Current Amount	Proposed Amount	Variance	Revision Date
251525	1	Walsh Gallegos Kyle Robinson &		\$ 10,900.00	\$ 14,750.00	\$ 3,850.00	3/4/2025
250039	0	Brooks Industries		\$ 22,000.00	\$ 25,700.00	\$ 3,700.00	3/5/2025
250455	0	Jp Morgan Chase Bank N.A	J P Morgan Chase Bank	\$ 500.00	\$ 500.00	\$ -	3/12/2025
251345	0	Jackson Mechanical Services Inc		\$ 5,000.00	\$ 5,817.00	\$ 817.00	3/24/2025
251671	0	Omni Oklahoma City Hotel		\$ 650.00	\$ 750.00	\$ 100.00	3/25/2025
251383	0	House Of Clay	Amazon	\$ 380.00	\$ 380.00	\$ -	3/26/2025
250093	0	Federal Corporation		\$ 3,000.00	\$ 18,000.00	\$ 15,000.00	4/1/2025

Encumbrance Register FY2025

PONumber	FD	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE	Amount	PODate	OrderName	AcctDescription	Budget
251771	11	625	5500	653	239	0000	000	199	219.63	2/27/2025	Amazon	TECHNOLOGY - RELATED SUPPLIES	Special Education
251771	11	642	5500	653	239	1013	000	199	45.90	2/27/2025	Amazon	TECHNOLOGY - RELATED SUPPLIES	Special Education
251772	11	080	1000	619	100	0000	000	150	375.00	2/27/2025	Amazon	SUPPLIES AND MATERIALS	Redstone Intermediate
251773	11	082	2220	619	000	0000	000	705	460.49	2/27/2025	Demco	SUPPLIES AND MATERIALS	YHS
251774	11	071	1000	619	100	0000	000	105	100.00	3/3/2025	Amazon	SUPPLIES AND MATERIALS	Central Elementary
251775	11	053	2213	359	239	0000	000	753	218.00	3/3/2025	Ncs Pearson, Inc	PROF EE TRAINING & DEV SERVICES	Special Education
251776	11	613	2213	860	239	0000	000	753	2,250.00	3/3/2025	Ouhsc	STAFF REGISTRATIONS	Special Education
251777	11	053	2213	860	239	0000	000	753	2,277.00	3/3/2025	Continued.Com, Llc	STAFF REGISTRATIONS	Special Education
251778	11	093	1000	320	239	0000	000	753	60,000.00	3/3/2025	Oklahoma Family Counseling Centers Llc	PROF EDUCATION SERVICES	Special Education
251779	11	090	2113	580	000	0000	000	150	400.00	3/3/2025	Alicia Noble	STAFF TRAVEL	Social Work (Reimb)
251779	11	091	2113	580	000	0000	000	150	100.00	3/3/2025	Alicia Noble	STAFF TRAVEL	Social Work (Reimb)
251780	11	090	2113	580	000	0000	000	140	400.00	3/3/2025	Alicia Nix	STAFF TRAVEL	Social Work (Reimb)
251780	11	091	2113	580	000	0000	000	140	100.00	3/3/2025	Alicia Nix	STAFF TRAVEL	Social Work (Reimb)
251781	11	090	2113	580	000	0000	000	145	400.00	3/3/2025	Jana DeLano	STAFF TRAVEL	Social Work (Reimb)
251781	11	091	2113	580	000	0000	000	145	100.00	3/3/2025	Jana DeLano	STAFF TRAVEL	Social Work (Reimb)
251782	11	051	2319	580	000	0000	000	051	1,100.00	3/3/2025	Omni Hotel at Centennial Park	STAFF TRAVEL	Business and Human Capital
251783	11	412	1000	619	315	8700	000	705	2,500.00	3/4/2025	Amazon	SUPPLIES AND MATERIALS	CareerTech
251784	11	412	1000	653	315	8852	000	705	450.00	3/4/2025	Sam'S Club Direct	TECHNOLOGY - RELATED SUPPLIES	CareerTech
251785	11	561	2199	580	429	0000	000	061	300.00	3/4/2025	Choctaw Nation Of Oklahoma	STAFF TRAVEL	Indian Ed
251787	11	412	2213	860	313	8550	000	705	140.00	3/4/2025	Leander Walker	STAFF REGISTRATIONS	CareerTech
251788	11	412	2213	580	313	8550	000	705	220.00	3/4/2025	Leander Walker	STAFF TRAVEL	CareerTech
251789	11	412	2213	860	313	8551	000	705	140.00	3/4/2025	Michael Dain Foster	STAFF REGISTRATIONS	CareerTech
251790	11	412	2213	580	313	8551	000	705	220.00	3/4/2025	Michael Dain Foster	STAFF TRAVEL	CareerTech
251792	11	412	1000	653	316	8178	000	705	100.00	3/6/2025	Amazon	TECHNOLOGY - RELATED SUPPLIES	CareerTech
251794	11	071	1000	619	100	0000	000	105	353.00	3/7/2025	Amazon	SUPPLIES AND MATERIALS	Central Elementary
251795	11	051	2321	810	000	0000	000	051	11,000.00	3/7/2025	Ccosa	DUES & FEES	Business and Human Capital
251797	11	053	1000	619	239	0000	000	753	1,000.00	3/7/2025	Amazon	SUPPLIES AND MATERIALS	Special Education
251798	11	053	1000	619	239	0000	000	520	33.90	3/11/2025	E Special Needs, Llc	SUPPLIES AND MATERIALS	Special Education
251799	11	053	1000	619	239	0000	000	520	182.98	3/11/2025	Fun And Function	SUPPLIES AND MATERIALS	Special Education
251800	11	053	1000	614	239	0000	000	753	513.57	3/11/2025	Ncs Pearson, Inc	TESTING SUPPLIES & MATERIALS	Special Education
251801	11	053	1000	619	239	0000	000	753	123.20	3/11/2025	Pro Ed Inc	SUPPLIES AND MATERIALS	Special Education
251802	11	053	1000	619	239	0000	000	753	1,200.00	3/11/2025	Super Duper Publications	SUPPLIES AND MATERIALS	Special Education
251803	11	053	1000	619	239	0000	000	753	376.02	3/11/2025	Therapy Shoppe Inc	SUPPLIES AND MATERIALS	Special Education
251804	11	053	1000	614	239	0000	000	753	957.36	3/11/2025	Wps	TESTING SUPPLIES & MATERIALS	Special Education
251805	11	053	1000	619	239	0000	000	753	46.50	3/11/2025	Therapro Inc	SUPPLIES AND MATERIALS	Special Education
251806	11	053	1000	619	239	0000	000	753	880.00	3/11/2025	Therapro Inc	SUPPLIES AND MATERIALS	Special Education
251807	11	412	2213	580	313	8550	000	705	425.00	3/11/2025	Courtyard By Marriott - Tulsa Downtown	STAFF TRAVEL	CareerTech
251808	11	053	1000	619	239	0000	000	753	331.00	3/11/2025	Northern Speech Services, Inc	SUPPLIES AND MATERIALS	Special Education
251810	11	083	2212	619	000	0000	000	783	500.00	3/11/2025	Hobby Lobby	SUPPLIES AND MATERIALS	Virtual School
251812	11	083	2212	619	000	0000	000	783	1,000.00	3/11/2025	Odp Business Solutions	SUPPLIES AND MATERIALS	Virtual School
251815	11	625	5500	653	239	0000	000	198	3,240.00	3/11/2025	Curriculum Associates, Inc.	TECHNOLOGY - RELATED SUPPLIES	Special Education
251816	11	053	1000	614	239	0000	000	753	2,512.92	3/11/2025	Hand 2 Mind	TESTING SUPPLIES & MATERIALS	Special Education

Encumbrance Register FY2025

PONumber	FD	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE	Amount	PODate	OrderName	AcctDescription	Budget
251819	11	053	1000	619	239	0000	000	753	2,594.85	3/11/2025	Speech Corner Llc	SUPPLIES AND MATERIALS	Special Education
251821	11	049	2112	580	000	0000	000	050	896.58	3/12/2025	Clay Mcdonald	STAFF TRAVEL	Curriculum
251822	11	053	1000	614	239	0000	000	753	327.96	3/12/2025	Say It Right Llc	TESTING SUPPLIES & MATERIALS	Special Education
251823	11	071	1000	619	100	0000	000	105	519.84	3/12/2025	Blick Art Materials	SUPPLIES AND MATERIALS	Central Elementary
251824	11	053	1000	614	239	0000	000	753	73.70	3/12/2025	Pro-Ed Inc	TESTING SUPPLIES & MATERIALS	Special Education
251825	11	053	1000	614	239	0000	000	753	242.40	3/12/2025	Super Duper Publications	TESTING SUPPLIES & MATERIALS	Special Education
251826	11	071	1000	619	100	0000	000	105	325.43	3/12/2025	United Arts & Ed Supply Co	SUPPLIES AND MATERIALS	Central Elementary
251827	11	082	1000	619	100	2800	000	705	1,650.00	3/13/2025	Blick Art Materials	SUPPLIES AND MATERIALS	YHS
251828	11	053	1000	619	239	0000	000	753	101.80	3/13/2025	Macgill & Co.	SUPPLIES AND MATERIALS	Special Education
251829	11	063	1000	619	251	0000	000	145	214.06	3/24/2025	Amazon	SUPPLIES AND MATERIALS	Gifted Education
251830	11	063	1000	619	251	0000	000	140	753.14	3/24/2025	Amazon	SUPPLIES AND MATERIALS	Gifted Education
251831	11	054	2740	612	000	0000	000	054	2,000.00	3/24/2025	Batteries Plus Llc	AUTOMOTIVE & BUS SUPPLIES	Transportation
251832	11	561	2199	580	429	0000	000	061	500.00	3/24/2025	Kim Mccathern	STAFF TRAVEL	Indian Ed
251833	11	053	1000	614	239	0000	000	753	2,728.65	3/24/2025	Ncs Pearson, Inc	TESTING SUPPLIES & MATERIALS	Special Education
251834	11	561	2199	619	429	0000	000	061	175.00	3/24/2025	Positive Promotions Inc	SUPPLIES AND MATERIALS	Indian Ed
251835	11	561	2199	619	429	0000	000	061	29.00	3/24/2025	Tribal College Journal/Aihec	SUPPLIES AND MATERIALS	Indian Ed
251836	11	072	1000	651	100	0000	000	110	2,882.06	3/24/2025	Classic Paper Supply, Inc	APPLIANCES, Furniture and Fixtures	Myers Elementary
251839	11	412	2213	580	315	8852	000	705	737.00	3/24/2025	Jennifer G Edwards	STAFF TRAVEL	CareerTech
251840	11	561	2199	619	429	0000	000	061	251.60	3/24/2025	Jostens, Inc.	SUPPLIES AND MATERIALS	Indian Ed
251841	11	561	2199	619	429	0000	000	061	150.00	3/24/2025	Nat'l Cowboy & Western Heritage Museum	SUPPLIES AND MATERIALS	Indian Ed
251842	11	412	2213	580	315	8852	000	705	1,200.00	3/24/2025	Gaylord Opryland Resort & Conv Center	STAFF TRAVEL	CareerTech
251843	11	054	2740	439	000	0000	000	054	6,000.00	3/24/2025	A & A Transmission, Inc	Vehicle Repairs and Maintenance	Transportation
251844	11	053	1000	619	239	0000	000	753	1,000.00	3/24/2025	Amazon	SUPPLIES AND MATERIALS	Special Education
251845	11	613	2213	860	239	0000	000	753	525.00	3/24/2025	Ouhsc	STAFF REGISTRATIONS	Special Education
251846	11	071	1000	619	100	0000	000	105	176.50	3/25/2025	Amazon	SUPPLIES AND MATERIALS	Central Elementary
251847	11	051	2571	619	000	0000	000	050	100.00	3/25/2025	Walmart / Capital One Trade Credit	SUPPLIES AND MATERIALS	Business and Human Capital
251848	11	412	1000	619	316	8103	000	705	1,000.00	3/25/2025	Amazon	SUPPLIES AND MATERIALS	CareerTech
251849	11	063	1000	619	251	0000	000	150	19.71	3/25/2025	Amazon	SUPPLIES AND MATERIALS	Gifted Education
251850	11	552	5500	619	000	0000	000	196	17.00	3/25/2025	Amazon	SUPPLIES AND MATERIALS	Title IV
251851	11	511	2194	619	429	0000	000	115	491.59	3/25/2025	Oriental Trading Co Inc	SUPPLIES AND MATERIALS	Title I
251853	11	561	2199	619	429	0000	000	061	1,197.86	3/25/2025	Woodburn Press	SUPPLIES AND MATERIALS	Indian Ed
251854	11	541	5500	860	000	0000	000	195	229.00	3/25/2025	Creative Mathematics	STAFF REGISTRATIONS	Title II
251855	11	412	1000	619	314	8411	000	520	666.09	3/25/2025	Walmart / Capital One Trade Credit	SUPPLIES AND MATERIALS	CareerTech
251856	11	541	5500	860	000	0000	000	195	40.00	3/25/2025	Elevate Your Classroom Ll	STAFF REGISTRATIONS	Title II
251857	11	541	5500	860	000	0000	000	195	3,317.00	3/25/2025	Nb Education Events Llc	STAFF REGISTRATIONS	Title II
251858	11	049	2113	651	000	0000	000	050	900.00	3/26/2025	Amazon	APPLIANCES, Furniture and Fixtures	Administration Building
251859	11	054	2720	619	000	0000	000	054	65.00	3/26/2025	Amazon	SUPPLIES AND MATERIALS	Transportation
251860	11	088	1000	619	430	0000	000	711	258.55	3/26/2025	Amazon	SUPPLIES AND MATERIALS	YALE
251863	11	053	1000	580	239	0000	000	705	500.00	3/26/2025	Kyleigh Bowers	STAFF TRAVEL	Special Education
251864	11	078	1000	619	100	0000	000	140	570.00	3/27/2025	Amazon	SUPPLIES AND MATERIALS	Independence Intermediate
251865	11	082	1000	619	100	5000	000	705	1,051.13	3/27/2025	Carolina Biological Supply	SUPPLIES AND MATERIALS	YHS
251867	11	072	1000	651	100	0000	000	110	1,000.00	3/27/2025	Odp Business Solutions	APPLIANCES, Furniture and Fixtures	Myers Elementary

Encumbrance Register FY2025

PONumber	FD	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE	Amount	PODate	OrderName	AcctDescription	Budget
251868	11	082	1000	580	100	3001	000	705	220.00	3/31/2025	Clinton Brown	STAFF TRAVEL	YHS
251869	11	082	1000	580	100	3001	000	705	160.00	3/31/2025	Sarah Workun	STAFF TRAVEL	YHS
251870	11	082	1000	580	100	3001	000	705	80.00	3/31/2025	Kevin Kamau	STAFF TRAVEL	YHS
251871	11	082	1000	580	100	3001	000	705	215.00	3/31/2025	Tanner Brown	STAFF TRAVEL	YHS
251872	11	082	1000	580	100	3001	000	705	75.00	3/31/2025	Seth Adams	STAFF TRAVEL	YHS
251873	11	082	1000	580	100	3001	000	705	70.00	3/31/2025	Erin Michelle Warford	STAFF TRAVEL	YHS
251874	11	063	1000	619	251	0000	000	520	2,134.04	3/31/2025	Amazon	SUPPLIES AND MATERIALS	Gifted Education
251875	11	031	2573	860	271	0000	000	105	300.00	3/31/2025	FIRST Educational Resources, LLC	STAFF REGISTRATIONS	Professional Development
251876	11	052	1000	619	100	0000	000	752	1,150.00	3/31/2025	Odp Business Solutions	SUPPLIES AND MATERIALS	Curriculum
251877	11	080	1000	619	100	0000	000	150	300.00	3/31/2025	Amazon	SUPPLIES AND MATERIALS	Redstone Intermediate
251878	11	080	1000	619	100	0000	000	150	400.00	3/31/2025	GOPHER	SUPPLIES AND MATERIALS	Redstone Intermediate
251880	11	031	2573	860	000	0000	000	120	300.00	4/1/2025	FIRST Educational Resources, LLC	STAFF REGISTRATIONS	Professional Development
251883	11	052	1000	619	100	0000	000	752	1,600.00	4/1/2025	Odp Business Solutions	SUPPLIES AND MATERIALS	Curriculum
251885	11	080	1000	619	100	0000	000	150	580.00	4/1/2025	Amazon	SUPPLIES AND MATERIALS	Redstone Intermediate
251886	11	054	2720	810	000	0000	000	054	96.50	4/1/2025	Billy Ed Davis	DUES & FEES	Transportation
251888	11	018	1000	611	000	0000	000	050	5,440.00	4/1/2025	Classic Paper Supply, Inc	COPY PAPER ONLY	Paper
251889	11	561	2199	619	429	0000	000	061	51.10	4/1/2025	Iowa Tribe of Oklahoma	SUPPLIES AND MATERIALS	Indian Ed
251891	11	063	2213	860	251	0000	000	705	820.00	4/1/2025	National Academic Quiz Tournaments	STAFF REGISTRATIONS	Gifted Education
251892	11	412	2213	580	313	8551	000	705	600.00	4/1/2025	Southwest Airlines Co	STAFF TRAVEL	CareerTech
251893	11	412	2213	860	313	8551	000	705	345.00	4/1/2025	National Athletic Trainers Assoc.	STAFF REGISTRATIONS	CareerTech
251894	11	412	1000	619	313	8550	000	705	2,049.47	4/1/2025	Alert Services, Inc.	SUPPLIES AND MATERIALS	CareerTech
251894	11	412	1000	619	313	8551	000	705	2,049.48	4/1/2025	Alert Services, Inc.	SUPPLIES AND MATERIALS	CareerTech
251895	11	032	1000	619	100	1050	000	130	1,543.60	4/1/2025	Florida Virtual School	SUPPLIES AND MATERIALS	Curriculum
251895	11	032	1000	619	100	1050	000	140	1,543.60	4/1/2025	Florida Virtual School	SUPPLIES AND MATERIALS	Curriculum
251896	11	051	2572	432	000	0000	000	050	14,080.00	4/1/2025	Tyler Technologies	Technology Repairs and Maintenance	Business and Human Capital
251896	11	051	2572	653	000	0000	000	050	24,821.00	4/1/2025	Tyler Technologies	TECHNOLOGY - RELATED SUPPLIES	Business and Human Capital
251897	11	412	1000	653	312	8600	000	705	2,500.00	4/1/2025	Dell Marketing L P	TECHNOLOGY - RELATED SUPPLIES	CareerTech
251898	11	082	2490	550	100	0000	000	705	3,801.00	4/1/2025	Instructure Inc	PRINTING AND BINDING	YHS
251899	11	053	1000	580	239	0000	000	753	300.00	4/1/2025	Joanne Stephanie Cunningham	STAFF TRAVEL	Special Education
251900	11	053	1000	619	239	0000	000	705	71.98	4/1/2025	Lakeshore Learning Materials	SUPPLIES AND MATERIALS	Special Education
251903	11	078	2220	619	000	0000	000	140	150.00	4/1/2025	Demco	SUPPLIES AND MATERIALS	Independence Intermediate
251903	11	078	2220	646	000	0000	000	140	60.00	4/1/2025	Demco	BINDING & REPAIR	Independence Intermediate
251904	11	078	2220	619	000	0000	000	140	115.00	4/1/2025	Odp Business Solutions	SUPPLIES AND MATERIALS	Independence Intermediate
251905	11	412	1000	651	315	8886	000	705	6,000.00	4/1/2025	Carolina Biological Supply	APPLIANCES, Furniture and Fixtures	CareerTech
251907	11	082	2220	619	000	0000	000	705	301.36	4/2/2025	Demco	SUPPLIES AND MATERIALS	YHS
251908	11	082	1000	619	100	5000	000	705	125.00	4/2/2025	Amazon	SUPPLIES AND MATERIALS	YHS
251909	11	031	2573	860	000	0000	000	120	450.00	4/2/2025	GIA Publications, Inc	STAFF REGISTRATIONS	Professional Development
251910	11	063	2213	860	251	0000	000	705	820.00	4/2/2025	PARTNERSHIP FOR ACADEMIC	STAFF REGISTRATIONS	Gifted Education
251911	11	063	2720	625	251	0000	000	705	2,189.60	4/2/2025	Yps Transportation	GASOLINE	Gifted Education
251912	11	063	2720	625	251	0000	000	705	1,064.00	4/2/2025	Yps Transportation	GASOLINE	Gifted Education
251913	11	412	1000	653	315	8720	000	705	470.00	4/2/2025	A/C/E Media Supply, Inc	TECHNOLOGY - RELATED SUPPLIES	CareerTech
251915	11	340	1000	619	100	0000	000	135	311.37	4/3/2025	School Specialty Llc	SUPPLIES AND MATERIALS	PE Grant

Encumbrance Register FY2025

PONumber	FD	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE	Amount	PODate	OrderName	AcctDescription	Budget
251916	11	340	1000	619	100	0000	000	135	1,044.88	4/3/2025	Bsn Sports	SUPPLIES AND MATERIALS	PE Grant
251917	11	340	1000	619	100	0000	000	135	2,732.58	4/3/2025	GOPHER	SUPPLIES AND MATERIALS	PE Grant
251918	11	340	1000	619	100	0000	000	135	5,745.50	4/3/2025	GOPHER	SUPPLIES AND MATERIALS	PE Grant
251921	11	051	2511	860	000	0000	000	050	250.00	4/3/2025	Walker Stamp & Seal Co	STAFF REGISTRATIONS	Business and Human Capital
251922	11	051	2321	580	000	0000	000	051	220.00	4/3/2025	Marriott Southern Hills Hotel	STAFF TRAVEL	Business and Human Capital
251923	11	063	1000	619	251	0000	000	763	36.00	4/3/2025	Amazon	SUPPLIES AND MATERIALS	Gifted Education
251924	11	412	2213	580	313	8551	000	705	850.00	4/3/2025	Convention Management Resources Inc	STAFF TRAVEL	CareerTech
251925	11	412	1000	810	315	8720	000	705	50.00	4/3/2025	Click Gaming LLC	DUES & FEES	CareerTech
251926	11	412	1000	619	315	8720	000	705	110.00	4/3/2025	Walmart / Capital One Trade Credit	SUPPLIES AND MATERIALS	CareerTech
251927	11	412	2213	580	313	8551	000	705	480.00	4/3/2025	Michael Dain Foster	STAFF TRAVEL	CareerTech
251928	11	412	1000	619	312	8600	000	705	350.00	4/3/2025	Amazon	SUPPLIES AND MATERIALS	CareerTech
									<u>226,391.03</u>				
251786	21	066	2620	618	000	0000	000	150	100.00	3/4/2025	Amazon	CLEANING AND MAINT SUPPLIES	Maintenance
251793	21	066	2630	438	000	0000	000	125	2,486.75	3/6/2025	Happy Playgrounds Llc	Other Building Repairs and Maintenance	Maintenance
251796	21	318	2220	651	000	0000	000	110	60,246.84	3/7/2025	Classic Paper Supply, Inc	APPLIANCES, Furniture and Fixtures	Redbud (Library Furniture)
251796	21	318	2220	651	000	0000	000	115	61,935.35	3/7/2025	Classic Paper Supply, Inc	APPLIANCES, Furniture and Fixtures	Redbud (Library Furniture)
251811	21	064	2620	438	000	0000	000	705	250.00	3/11/2025	Merritt Tennis & Track Systems	Other Building Repairs and Maintenance	Athletics
251813	21	318	2620	434	000	0000	000	135	739.71	3/11/2025	Sopa, Inc	Electrical Repairs and Maintenance	Maintenance
251814	21	066	2620	434	000	0000	000	705	2,290.31	3/11/2025	Jackson Mechanical Services Inc	Electrical Repairs and Maintenance	Maintenance
251818	21	318	2620	438	000	0000	000	050	36,812.50	3/11/2025	Quickdraw Construction Llc	Other Building Repairs and Maintenance	Maintenance
251820	21	011	1000	653	100	0000	000	767	25,028.71	3/11/2025	United Systems Llc	TECHNOLOGY - RELATED SUPPLIES	Technology
251866	21	064	2630	618	000	0000	000	705	250.00	3/27/2025	Carpenter/Ace Hardware	CLEANING AND MAINT SUPPLIES	Athletics
251882	21	066	2620	420	000	0000	000	110	23,700.00	4/1/2025	Metro Building Maintenance Llc	CLEANING SERVICES	Maintenance
251884	21	066	2620	618	000	0000	000	066	7,500.00	4/1/2025	Locke Supply Co.	CLEANING PRODUCTS	Maintenance
251887	21	066	2620	438	000	0000	000	520	10,450.00	4/1/2025	Phoenix Paint Co. LLC	Other Building Repairs and Maintenance	Maintenance
251890	21	066	2620	438	000	0000	000	705	4,016.94	4/1/2025	Emergency Lighting Equip. Service Co.Inc	Other Building Repairs and Maintenance	Maintenance
251901	21	066	2620	618	000	0000	000	066	500.00	4/1/2025	Gellco Clothing & Shoes Inc	CLEANING PRODUCTS	Maintenance
251919	21	066	2620	438	000	0000	000	066	5,000.00	4/3/2025	Jackson Mechanical Services Inc	Other Building Repairs and Maintenance	Maintenance
									<u>241,307.11</u>				
251879	22	763	3120	439	700	0000	000	105	63,402.68	4/1/2025	Curtis Restaurant Supply	Equipment Repairs and Maintenance	Child Nutrition (Vent Hood)
251879	22	763	3120	731	700	0000	000	105	38,181.86	4/1/2025	Curtis Restaurant Supply	APPLIANCES/Furniture/Fixture	Child Nutrition (Vent Hood)
251902	22	763	3120	439	700	0000	000	130	67,972.79	4/1/2025	Curtis Restaurant Supply	Equipment Repairs and Maintenance	Child Nutrition (Vent Hood)
251902	22	763	3120	731	700	0000	000	130	38,181.86	4/1/2025	Curtis Restaurant Supply	APPLIANCES/Furniture/Fixture	Child Nutrition (Vent Hood)
									<u>207,739.19</u>				
251791	31	251	1000	653	100	0000	000	767	5,453.50	3/5/2025	Video Reality	TECHNOLOGY - RELATED SUPPLIES	Technology
251809	31	251	1000	653	100	0000	000	767	1,236.70	3/11/2025	United Systems Llc	TECHNOLOGY - RELATED SUPPLIES	Technology

Encumbrance Register FY2025

PONumber	FD	PROJ	FUNC	OBJ	PROG	SUBJ	JOB	SITE	Amount	PODate	OrderName	AcctDescription	Budget
251817	31	225	2620	438	000	0000	000	705	105,994.34	3/11/2025	Pro Grade Flooring Llc	Other Building Repairs and Maintenance	Flooring
251837	31	251	2200	400	000	0000	000	000	7,948.50	3/24/2025	Kajeet Inc	Purchased Property Services	Technology
251838	31	241	2220	641	000	0000	000	705	2,079.38	3/24/2025	Follett Content Solutions Llc	BOOKS (eBooks)	Library/Media
251852	31	241	2220	641	000	0000	000	125	5,300.00	3/25/2025	Perma-Bound	BOOKS (eBooks)	Library/Media
251861	31	241	2220	641	000	0000	000	140	758.64	3/26/2025	Perma-Bound	BOOKS (eBooks)	Library/Media
251862	31	241	2220	641	000	0000	000	140	932.32	3/26/2025	Perma-Bound	BOOKS (eBooks)	Library/Media
251881	31	231	1000	681	000	0000	000	520	13,914.90	4/1/2025	Titan Manufacturing & Distributing, Inc	COCURRICULAR SUPPLIES	YMS Weights
251906	31	231	1000	681	000	0000	000	520	4,285.00	4/2/2025	Riddell	COCURRICULAR SUPPLIES	Football Helmets
251914	31	231	1000	681	000	0000	000	705	11,967.00	4/3/2025	Resilite Sports Products Inc	COCURRICULAR SUPPLIES	Girls Wrestling
251920	31	231	1000	681	000	0000	000	520	12,377.50	4/3/2025	Riddell	COCURRICULAR SUPPLIES	Football Helmets
									<u>172,247.78</u>				

YUKON PUBLIC SCHOOLS  
DISTRICT I-27, CANADIAN COUNTY  
TREASURER'S GENERAL LEDGER  
2024-2025

February-25

Assets		Balance	Total Deposits And Collections	Transfers In/<Out>	Drawn and Warrants Paid	Balance
<b>Cash</b>						
0101	YNB	21,849,967.41	12,272,555.35	-23,500,000.00	7,850,976.25	2,771,546.51
0102	Bank of Oklahoma - Checking	251.23	0.00	0.00	0.00	251.23
0106	Oklahoma Liquid Asset Program	0.00	0.00	0.00	0.00	0.00
0108	Bank of Oklahoma - Insured Cash Sweep (ICS)	38,818,829.68	194,985.11	24,465,948.16	0.00	63,479,762.95
	Deposits/Checks in Transit	0.00	0.00	0.00	0.00	0.00
	Bank Adjustment	162.85	-479.84	0.00	-479.84	162.85
	<b>Total Cash</b>	<b>60,669,211.17</b>	<b>12,467,060.62</b>	<b>965,948.16</b>	<b>7,850,496.41</b>	<b>66,251,723.54</b>
<b>Investments</b>						
0104	CD - Bank of Oklahoma	0.00	0.00	0.00	0.00	0.00
0104	CD - Bank of Ok. Investment in Transit	0.00	0.00	0.00	0.00	0.00
0105	CDAR's	42,000,000.00	965,948.16	-20,965,948.16	0.00	22,000,000.00
0107	CD - YNB	0.00	0.00	20,000,000.00	0.00	20,000,000.00
0109	Goldman Sachs	0.00	0.00	0.00	0.00	0.00
	<b>Total Investments</b>	<b>42,000,000.00</b>	<b>965,948.16</b>	<b>-965,948.16</b>	<b>0.00</b>	<b>42,000,000.00</b>
<b>Total Assets</b>		<b>102,669,211.17</b>	<b>13,433,008.78</b>	<b>0.00</b>	<b>7,850,496.41</b>	<b>108,251,723.54</b>
<b>Liabilities and Fund Balances</b>						
2024-25 General Fund	5-11	29,419,809.41	8,531,029.32	0.00	7,074,138.13	30,876,700.60
2024-25 General Fund Refund Liability	5-11					
2023-24 General Fund	4-11	434,363.83	0.00	0.00	0.00	434,363.83
2023-24 General Fund Refund Liability	4-11					
2022-23 General Fund	3-11	0.00	0.00	0.00	0.00	0.00
2024-25 Building Fund	5-21	6,550,869.23	2,448,770.01	0.00	379,270.99	8,620,368.25
2024-25 Building Fund Refund Liability	5-21					
2023-24 Building Fund	4-21	463,792.93	0.00	0.00	0.00	463,792.93
2024-25 Child Nutrition Fund	5-22	2,919,079.56	265,491.14	0.00	328,600.46	2,855,970.24
2023-24 Child Nutrition Fund	4-22	0.00	0.00	0.00	0.00	0.00
2021 Building Bond	5-31	41,486,636.07	0.00	0.00	65,103.85	41,421,532.22
2021 Building Bond	4-31	386,467.28	0.00	0.00	0.00	386,467.28
2021 Building Bond	3-31	0.00	0.00	0.00	0.00	0.00
2013 Transportation Bond	5-39	988,200.37	0.00	0.00	3,382.98	984,817.39
2013 Transportation Bond	4-39	0.00	0.00	0.00	0.00	0.00
2024-25 Sinking Fund	5-41	18,670,570.93	2,187,718.31	0.00	0.00	20,858,289.24
2023-24 Sinking Fund	4-41	0.00	0.00	0.00	0.00	0.00
2024-25 Vision Insurance Plan	5-82	323,032.63	0.00	0.00	0.00	323,032.63
2023-24 Vision Insurance Plan	4-82	0.00	0.00	0.00	0.00	0.00
2024-25 Workers Comp Fund	5-83	29,158.65	0.00	0.00	0.00	29,158.65
2023-24 Workers Comp Fund	4-83	0.00	0.00	0.00	0.00	0.00
2024-25 Casualty/Flood Insurance Fund	5-86	761,385.15	0.00	0.00	0.00	761,385.15
2023-24 Casualty/Flood Insurance Fund	4-86	0.00	0.00	0.00	0.00	0.00
2024-25 Unemployment Comp	5-87	235,845.13	0.00	0.00	0.00	235,845.13
2023-24 Unemployment Comp	4-87	0.00	0.00	0.00	0.00	0.00
<b>Total Liabilities and Fund Balances</b>		<b>102,669,211.17</b>	<b>13,433,008.78</b>	<b>0.00</b>	<b>7,850,496.41</b>	<b>108,251,723.54</b>



# Oklahoma State Department of Education

## Child Nutrition Programs

### NSLP Site Claim List

- YUKON

600 Maple Street

Yukon, OK 73099

Claim Month/Year: 2/2025

<u>Name</u>	<u>Enrolled</u>	<u>B</u>	<u>SNB</u>	<u>L</u>	<u>S</u>	<u>Milk</u>	<u>Amount</u>
CENTRAL ES	368	0	988	2664	114	0	\$10,577.03
INDEPENDENCE INTERMEDIATE SCHL	804	0	2141	6289	134	0	\$24,811.85
LAKEVIEW INTERMEDIATE SCHOOL	608	0	1978	5730	48	0	\$22,002.45
MYERS ES	416	0	1309	3221	181	0	\$13,464.44
PARKLAND ES	300	0	799	2380	241	0	\$9,335.35
RANCHWOOD ES	472	0	1528	3875	349	0	\$14,472.77
REDSTONE INTERMEDIATE SCHOOL	738	0	2537	6440	0	0	\$22,307.92
SHEDECK ES	364	0	1695	3403	161	0	\$15,946.04
SKYVIEW ES	464	0	1299	3579	320	0	\$13,500.36
SURREY HILLS ES	746	0	1754	5065	0	0	\$15,101.84
YUKON MS	1404	0	4858	10746	0	0	\$42,684.87
YUKON HS	2936	0	3597	10764	0	0	\$37,279.92
<b>Totals: Sites Claimed: 12</b>	<b>9620</b>	<b>0</b>	<b>24483</b>	<b>64156</b>	<b>1548</b>	<b>0</b>	<b>\$241,484.84</b>

# National School Lunch Program - School Food Authority Claim Summary

09-I027 YUKON  
600 Maple Street  
Yukon, OK 73099-2533

## General Information

Date Signed	<input type="text" value="3/3/2025"/>	Revision	<input type="text" value="Original"/>
Claim Date	<input type="text" value="3/3/2025"/>	Claim Month	<input type="text" value="February"/>
		Claim Year	<input type="text" value="2025"/>
Number of Days In Operation	<input type="text" value="14"/>	Number of Sites	<input type="text" value="12"/>
		Number of Children Enrolled	<input type="text" value="9620"/>

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

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

Comments

## Number of Enrolled Students On Site

Free	<input type="text" value="4014"/>	Reduced	<input type="text" value="783"/>	Paid	<input type="text" value="4734"/>
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## Average Daily Participation

Breakfast	<input type="text" value="1749"/>	Lunch	<input type="text" value="4583"/>
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## Adult and Contract Meals

Adult Lunches	<input type="text" value="0"/>	Contract Lunches	<input type="text" value="0"/>
Adult Snacks	<input type="text" value="0"/>	Contract Snacks	<input type="text" value="0"/>
Adult Breakfast	<input type="text" value="0"/>	Contract Breakfast	<input type="text" value="0"/>
Adult SNB	<input type="text" value="0"/>	Contract SNB	<input type="text" value="0"/>

## Revision 2

## Revision 3

## PDF

**Breakfast**

Type	Meals	Rate	Reimbursement
Free	0	\$2.37	\$0.00
Reduced	0	\$2.07	\$0.00
Paid	0	\$0.39	\$0.00
<b>Total</b>	<b>0</b>		<b>\$0.00</b>

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

**Severe Need Breakfast**

Type	Meals	Rate	Reimbursement
Free	15235	\$2.84	\$43,267.40
Reduced	2500	\$2.54	\$6,350.00
Paid	6748	\$0.39	\$2,631.72
<b>Total</b>	<b>24483</b>		<b>\$52,249.12</b>

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

**Breakfast - Sub-Totals**

Total Breakfast Reimbursement: \$52,249.12  
 Total Adjustments: \$0.00  
 Warrant Amount: \$52,249.12

**Lunch**

Type	Meals	Rate	Reimbursement
Free	32936	\$4.43	\$145,906.48
Reduced	6252	\$4.03	\$25,195.56
Paid	24968	\$0.42	\$10,486.56
Performance Incentive	64156	0.09	\$5,774.04
<b>Total</b>	<b>64156</b>		<b>\$187,362.64</b>

**After School Snack Program (ASSP)**

**Over 50%**

Meals	Rate	Reimbursement
1548	\$1.21	\$1,873.08

**Under 50%**

**After School Snack Program Sub-Total**

Total Meals 1548      Reimbursement \$1,873.08

**Lunch / Snack Sub-Totals**

Total Lunch/Snack Reimbursement: \$189,235.72  
 Total Adjustments: \$0.00

Warrant Amount: \$189,235.72

Special Milk - Non Pricing

Special Milk - Option 1

Special Milk - Option 2

Special Milk - Sub Totals

**NSLP SFA Summary Total**

\$241,484.84

**Advances and Payments**

Advance Amount	<u>\$0.00</u>
Payment Plan Amount	<u>\$0.00</u>
Amount Paid	<u>\$241,484.84</u>

Adjusted Amount	<u>\$0.00</u>
Previous Claim Amount	<u>\$0.00</u>

**Claim Management**

- |                                     |                                           |                                |
|-------------------------------------|-------------------------------------------|--------------------------------|
| <a href="#">Submit</a>              | <a href="#">Print Disbursement</a>        | <a href="#">Claims</a>         |
| <a href="#">Print Claim Summary</a> | <a href="#">Use 60 Day Exception</a>      | <a href="#">Process Claims</a> |
| <a href="#">Print Site Summary</a>  | <a href="#">Override 60 Day Exception</a> |                                |
| <a href="#">Unsubmit SFA Claim</a>  |                                           |                                |

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



Yukon Public Schools  
Board of Education Regular Meeting  
Monday, March 3, 2025 6:00 PM  
Yukon Public School District ISD #27  
Administration Bldg., Board Room  
600 Maple Street, Yukon, OK 73099

1. Invocation/Moment of Silence and Flag Salute

Please join me in a moment of silence. The moment of silence is a time to reflect, meditate, pray or engage in any other silent activity that does not interfere with others. The moment of silence shall begin now.

2. Call to Order and Roll Call

Attendance Taken at 6:02 PM.

Mr. Jeff Behymer: Absent, Mr. Leonard Wells: Absent, Mr. Brian Coulson: Present, Mrs. Suzanne Cannon: Present, Mr. Cody Sanders: Present

3. Reports/ Comments from Superintendent and/or Staff

Beginning of a 30-day public comment and review of the updated or new policies listed below with the intent of a second reading and board action during the April 7, 2025, regular board meeting. The full policy(ies) are attached here.

DO

DO-R

DOB

4. Board Member Communications and Announcements

4.A. Individual Board Member Comments

4.B. Upcoming Meetings/ Events:

MARCH:

4 Legislative breakfast 7AM Archery Traditions

10, 11, and 13 Parent/Teacher conferences

14-21 Spring Break

APRIL:

1 Legislative breakfast 7AM Archery Traditions

7 Board Meeting 6PM

18 No School

5. Communications - Request for patrons to address the board - Pursuant to Board Policy AF, comments can be made only by district patrons concerning items listed on this agenda.

No one requested to speak.

6. Finance Consent Docket- All of the finance consent items will be discussed, considered and approved or disapproved by one vote unless a board member desires to have a separate vote on any or all of the consent items.

No one requested to speak.

I move we approve all business items on the Finance Consent Docket as listed Passed with a motion by Suzanne Cannon and a second by Mr. Brian Coulson.

6.A. Encumbrances and Change Orders as recommended by Dr. Jason Simeroth, Superintendent, and Jason Johnson, Chief Financial Officer

6.B. Treasurer's Report(s) and General Fund Report(s)

6.C. Child Nutrition Report

Mr. Jeff Behymer: Absent, Mr. Leonard Wells: Absent, Mr. Brian Coulson: Yes, Mrs. Suzanne Cannon: Yes, Mr. Cody Sanders: Yes

7. Board to consider and take action on a resolution determining the maturities of, and setting a date, time and place for the sale of the \$3,260,000 General Obligation Combined Purpose Bonds of the School District.

I move we meet April 3, at noon Passed with a motion by Suzanne Cannon and a second by Mr. Brian Coulson.

Mr. Jeff Behymer: Absent, Mr. Leonard Wells: Absent, Mr. Brian Coulson: Yes, Mrs. Suzanne Cannon: Yes, Mr. Cody Sanders: Yes

8. Business Consent Docket: All of the consent items will be discussed, considered and approved or disapproved by one vote unless a board member requests to have a separate vote on any or all of the consent items.

I move we approve all items on the Business Consent Docket as presented Passed with a motion by Suzanne Cannon and a second by Mr. Brian Coulson.

Mr. Jeff Behymer: Absent, Mr. Leonard Wells: Absent, Mr. Brian Coulson: Yes, Mrs. Suzanne Cannon: Yes, Mr. Cody Sanders: Yes

8.A. Surplus

8.B. Minutes of the February 6, Special Board Meeting

8.C. Employee Daycare MOU

8.D. Out of State Travel

K Kamau requests permission to travel with 52 students to Coppell, TX, March 21 through March 23, 2025, to attend the Southwest Power Regional and April 2 through April 6, 2025, to Dayton, OH, for WGI World Championships.

8.E. OTEP Designations

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

10. Personnel Docket:

10.A. Personnel-Vote to convene or not to convene in executive session pursuant to 25 O.S.307 (B)(1) to discuss the resignations, employment of support and certified personnel, promotions, recommendation of change of assignment, and/or transfers as listed on the attached Exhibit A.

Voted to enter Executive Session at 6:26pm

I move we convene in executive session to discuss the personnel docket Passed with a motion by Suzanne Cannon and a second by Mr. Brian Coulson.

Mr. Jeff Behmer: Absent, Mr. Leonard Wells: Absent, Mr. Brian Coulson: Yes, Mrs. Suzanne Cannon: Yes, Mr. Cody Sanders: Yes

10.B. Acknowledge the board has returned from executive session. Executive session minutes compliance announcement.

Board returned from Executive Session at 6:38pm

10.C. Discussion and possible action on the attached Exhibit A, Personnel items.

I move we approve all personnel items as presented on Exhibit A. Passed with a motion by Suzanne Cannon and a second by Mr. Brian Coulson.

Mr. Jeff Behmer: Absent, Mr. Leonard Wells: Absent, Mr. Brian Coulson: Yes, Mrs. Suzanne Cannon: Yes, Mr. Cody Sanders: Yes

#### 11. Adjournment

Time: 6:40pm

I move we adjourn Passed with a motion by Mr. Brian Coulson and a second by Suzanne Cannon.

Mr. Jeff Behmer: Absent, Mr. Leonard Wells: Absent, Mr. Brian Coulson: Yes, Mrs. Suzanne Cannon: Yes, Mr. Cody Sanders: Yes



Yukon Public Schools  
Board of Education Special Meeting  
Thursday, April 3, 2025 12:00 PM  
Yukon Public School District ISD #27 Administration Bldg.  
Board Room, 600 Maple Street  
Yukon, OK 73099

1. Call to Order

Call to order at 12:02pm

2. Roll call

Attendance Taken at 12:01 AM.

Mr. Jeff Behymer – Present, Mrs. Suzanne Cannon – Absent, Mr. Brian Coulson – Present, Mr. Cody Sanders – Absent, Mr. Leonard Wells – Present

3. Board to take action on the employment of Stephen H. McDonald & Associates, Inc., as Financial Consultant to the School District.

I move we employ Stephen H McDonald & Assoc., Inc. as Financial Consultant to YPS district Passed with a motion by Mr. Leonard Wells and a second by Mr. Brian Coulson.

Mr. Brian Coulson – Yes, Mr. Leonard Wells – Yes, Mr. Jeff Behymer - Yes

4. Board to discuss annual review of existing or consider and take action on the adoption of written policies and procedures for post-issuance compliance.

Mr. Ron Fisher went over the reason for change in board policy CCD.

I move we approve the changes to board policy CCD as required by law. Passed with a motion by Mr. Brian Coulson and a second by Mr. Leonard Wells.

Mr. Brian Coulson – Yes, Mr. Leonard Wells – Yes, Mr. Jeff Behymer - Yes

5. Board to discuss continuing disclosure obligations.

Mr. Fisher explained the two obligations.

6. Board to receive bids for the \$3,260,000.00 General Obligation Combined Purpose Bonds of this school district and award bonds to the lowest bidder.

Mr. Fisher went through the bids.

I move we award bonds to the lowest bidder Passed with a motion by Mr. Leonard Wells and a second by Mr. Brian Coulson.

Mr. Brian Coulson – Yes, Mr. Leonard Wells – Yes, Mr. Jeff Behymer - Yes

7. Board to consider and take action on a resolution providing the issuance of General Obligation Combined Purpose Bonds in the sum of \$3,260,000.00 by this school district, authorized at an election called and held for such purpose; prescribing form of bonds; providing for registration thereof; providing for levy of an annual tax for the payment of principal and interest on the same; and fixing other details of the issue.

I move we take action on the resolution Passed with a motion by Mr. Brian Coulson and a second by Mr. Leonard Wells.

Mr. Brian Coulson – Yes, Mr. Leonard Wells – Yes, Mr. Jeff Behymer - Yes

8. Adjournment

Adjourn at 12:25pm

I move we adjourn Passed with a motion by Mr. Brian Coulson and a second by Mr. Leonard Wells.

Mr. Brian Coulson – Yes, Mr. Leonard Wells – Yes, Mr. Jeff Behymer - Yes

**ITEM FOR CONSIDERATION**  
**Board of Education Meeting**  
3/6/2025

**TOPIC:** FY25 Audit Contract

**RATIONALE FOR RECOMMENDATION:** Federal and State statutes require that every school district have an independent audit annually. This is the audit contract for the current fiscal year. The audit will be completed in the fall of 2025 after the fiscal year ends.

**FISCAL NOTE:** Audit services for the annual audit will not exceed \$20,000.

**CONTACT PERSON:** Jason Johnson 1076



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

**CONTRACT FOR AUDIT OF PUBLIC SCHOOLS  
2024-2025 SCHOOL YEAR**

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

We, the undersigned, do hereby further stipulate that we have entered into an agreement to provide an annual audit of the financial affairs and transactions of all funds and activities of the school district specified below. The audit period shall cover the 2024-2025 fiscal year beginning July 1, 2024 and ending June 30, 2025.

This audit contract was approved by the Board of Education and entered in the minutes of its meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**ATTEST:**

_____ Clerk	_____ President
Yukon	Canadian
_____ District	09/1-027 _____ County/District Number
Approved this 6th	Day of March 2025.

**S&B CPA & Associates, PLLC**

\_\_\_\_\_  
AUDITING FIRM  
  
\_\_\_\_\_  
SIGNATURE OF AUTHORIZED REPRESENTATIVE OF AUDITING FIRM

**PLEASE EXECUTE THIS FORM IN TRIPLICATE:**

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

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

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

**MUST BE FILED NO LATER THAN JUNE 30, 2025**  
Contracts dated prior to January 20, 2025, will **not** be accepted.  
Contracts which do not contain **all** of the above provisions will **not** be accepted.

ACTIVITY FUND

Sub- Account Balance Transfer Request

Date: 3/5/25

FROM:

ACCOUNT NAME: Admin - The Breakfast Shift Incentives:

ACCOUNT NUMBER: 988062

Amount: \$12,844.74

TO:

ACCOUNT NAME: Community Ed Director

ACCOUNT NUMBER: 994001

REASON FOR TRANSFER: reversing original request dated 11/20/24

Director: \_\_\_\_\_  
Principal: \_\_\_\_\_  
Director: \_\_\_\_\_  
CFO: \_\_\_\_\_  
Superintendent: \_\_\_\_\_  
Board of Education: \_\_\_\_\_

ACTIVITY FUND

Sub- Account Balance Transfer Request

Date: 3/25/25

FROM:

ACCOUNT NAME: Helping Hands

ACCOUNT NUMBER: 985001

Amount: \$ 70.14

TO:

ACCOUNT NAME: Millers Give

ACCOUNT NUMBER: 986001

REASON FOR TRANSFER: Walmart receipt for 70.14 was paid out of 986001 account in error. It should have been paid out of 985001. Transfer needs to be made to correct the error.

Principal: *Harold Bryant Maffei*

Director: *Jan He*

CFO: *[Signature]*

Superintendent: \_\_\_\_\_

Board of Education: \_\_\_\_\_

ACTIVITY FUND

Sub- Account Balance Transfer Request

Date: 3-26-25

FROM:

ACCOUNT NAME: YHS Principals Account

ACCOUNT NUMBER: 982001

Amount: 186.53

TO:

ACCOUNT NAME: See attached list

ACCOUNT NUMBER: See attached list

REASON FOR TRANSFER: Posted interest to wrong account. Interest should have been posted to five different scholarship accounts.

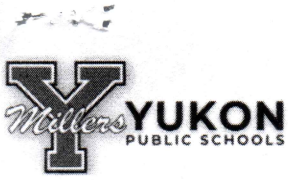
Principal: Melinda Baylow

Director: [Signature]

CFO: [Signature]

Superintendent: \_\_\_\_\_

Board of Education: \_\_\_\_\_



Brenda Smith <brenda.smith@yukonps.com>

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## Transfer form for the BOK Interest

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**Paula Woolf** <paula.woolf@yukonps.com>  
To: Brenda Smith <brenda.smith@yukonps.com>

Wed, Mar 26, 2025 at 10:18 AM

Here are the totals for the interest per account

991-003 Athletic Memorial \$16.79

991-004 Gamsjager \$33.58

991-005 Cranfill \$29.84

991-012 Stejskal \$80.21

991-019 Creach \$26.11

Thanks! Paula

[Quoted text hidden]

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Paula Woolf

Yukon High School

Financial Secretary

(405) 354-6692 EXT 2611 Fax (405) 354-8411

## Activity Fund New Sub-Account Request


Date: 4/3/25

Account Name: Community Engagement - Daycare Support  
Account Number: 995001

Revenue: Registration Fees

Expenditures: Snacks, Day Care Supplies

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
CFO

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Yukon Board of Education

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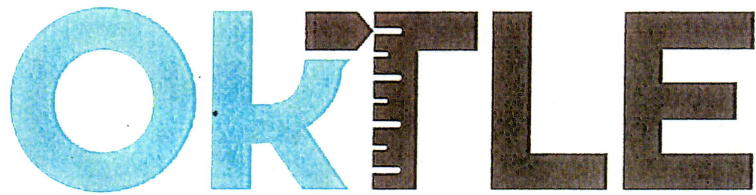












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**LICENSE AGREEMENT**

**THIS LICENSE AGREEMENT (the “Agreement”)**, dated as of \_\_\_\_\_, 2025, is made and entered into by and between **EMPLOYEE EVALUATION SYSTEMS, INC. (“EES”)**, whose notice address is 2801 N. Lincoln Blvd., suite 226, Oklahoma City, Oklahoma 73105, and **SCHOOL DISTRICT NO. \_\_\_\_\_ OF \_\_\_\_\_ COUNTY, OKLAHOMA, a/k/a \_\_\_\_\_ PUBLIC SCHOOLS (“District”)**.

**RECITALS:**

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

B. EES and the District desire to license the use of EES’s OKTLE, SEES, and/or McREL web-based Systems to the District for use in teacher, support employee and/or principal/leader evaluations for the 2025-2026 school year and thereafter.

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

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

2. **Term.** The term of this Agreement shall be for one year, beginning July 1, 2025 and ending June 30, 2026.

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

4. License Fee.

**OKTLE – Teacher Evaluation**

\$27.50 per teacher

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

For the 2025-2026 school year, the District will have

696 teachers  
X 2475 per teacher

**OKTLE TOTAL** \$ 17,226<sup>00</sup>

**McRel – Leader Evaluation**

\$200.00 per Leader/Principal

\$160.00 per Leader/Principal for OKTLE districts

For the 2025-2026 school year, the District will have

51 Leaders/Principals,  
X \$160.00 per Leader/Principal

**McREL TOTAL** \$ 8160<sup>00</sup>

**SEES - Support Employee Evaluation**

\$20.00 per employee

\$16.00 per employee for OKTLE districts

For the 2025-2026 school year, the District will have

\_\_\_\_\_ support employees  
X \$16.00 per employee

**SEES TOTAL** ∅

**TOTAL 2025-2026 SCHOOL YEAR COST** \$ 25,386<sup>00</sup>

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

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

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

8. **Miscellaneous.**

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

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

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

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

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

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

IN WITNESS WHEREOF, EES and District have executed this Agreement as of the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

EMPLOYEE EVALUATION SYSTEMS, INC.

By:   
President

“EES”

INDEPENDENT SCHOOL DISTRICT NO. \_\_\_\_  
OF \_\_\_\_\_ COUNTY, OKLAHOMA,  
a/k/a \_\_\_\_\_ PUBLIC SCHOOLS

By: \_\_\_\_\_  
For the District

“DISTRICT”

**ITEM FOR CONSIDERATION**  
**Board of Education Meeting**  
**April 7th, 2025**

**TOPIC: Certified Evaluation Software/Platform**

**ADMINISTRATIVE RECOMMENDATION:** The Administration recommends approval of the contract with Employee Evaluation Systems Inc. for the time period of 7-1-2025 through 6-30-2026.

**RATIONALE FOR RECOMMENDATION:** Yukon Public Schools is required by the State of Oklahoma to adopt an evaluation tool for facilitating certified evaluations. There are only two options for vendors/platforms.

Over 500 districts in the state use the Tulsa Model, meaning the majority of teachers in Oklahoma with experience are already trained and have been evaluated using this platform. Therefore, most experienced teachers transferring into Yukon will not have to learn a new evaluation system. Also, the support for the Tulsa Model is local and training is provided through CCOSA (Cooperative Council for Oklahoma School Administration).

**OPTIONS:**

1. Approve the contract with Employee Evaluation Systems Inc.
2. Do not approve the contract with Employee Evaluation Systems Inc.

**FISCAL NOTE:** Will not exceed \$25,500.00 out of 251 (bond software funds). This is \$24.75 per user for Tulsa TLE for 696 employees (\$17,226.00) and \$160 per McRel Evaluator for 51 administrators (\$8160). This cost is an increase of \$629 from the 24-25 contract due to additional employees.

**YPS GOALS:**

- **Personnel-** We will recruit, retain, and compensate highly motivated educators that are committed to professional growth and excellence.
- **Professional Development** – We will create and implement professional development that is relevant and applicable to meet the needs of all educators.
- **Curriculum** – We will establish a research- based curriculum to implement a viable, relevant, meaningful learning experience for all students.
- **Instruction-** We provide meaningful learning with high expectations for all.

**CONTACT PERSON: Diana Lebsack**  
**Assistant Superintendent of Human Resources**



# Out of State Travel Request




This form must be submitted to the Board secretary by 12:00 p.m. on Wednesday, prior to the monthly Board of Education meeting regularly scheduled the first Monday of the month.

Full Name required

School employee requesting trip.

Date of Request required

  Allowed format is MM/DD/YYYY Ex: 03/27/2025


Name of Organization, Grade required

Title of Conference or Event required

Travel Destination required

(City, State)

Departure Date of Trip required

  Allowed format is MM/DD/YYYY Ex: 03/27/2025

Departure Time required

Return Date of Trip required

07/01/2025



Allowed format is MM/DD/YYYY Ex: 03/27/2025

Number of Days required

5

Means of Transportation required

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating required

0

Number of Parents/Guardians Attending required

0

Age of Students required

N/A

Place, Purpose, and Nature of the Trip required

Attending the National Technology Student Association Conference in Nashville, TN. I will be going as a conference attendee and volunteer. At this conference, students will get to compete at the national level, and advisors will have the opportunity to attend breakout sessions for professional development.

## **COST ANALYSIS**

---

If a booster club is paying an amount is required. If an activity fund is being used, a requisition number and amount are required.

Registration Costs / Requisition Number: required

PO #251738 - \$135

(Object code for out of state = 583)

Lodging Cost/ Requisition Number: required

PO #251842 - \$1,200

(Object code for out of state = 583)

Transportation Costs/ Requisition Number: required

PO #251752 - \$750

Airfare or Personal or District Vehicle

(Object code for out of state = 583)

Per diem (meals, taxi/uber, parking): required

PO #251839 - \$737

<https://www.gsa.gov/travel/plan-book/per-diem-rates>

Cost of a Substitute: required

N/A

Will Participation Lead to Further Competition?

Yes

No

If Yes, Explain

Educational Benefits required

At this conference, I will be able to attend breakout sessions that will help me be able to support our Yukon students who compete in TSA in the future. I will also be able to help with the student competitions and see how students compete at the national level.

## Attachments

Upload Schedule of Events: TSA National Conference 2025 Schedule.pdf

Upload Itinerary: TSA Nashville 2025 Travel Itinerary.docx

## Workflow

### Attached Workflow

Out of State Travel Request

### Current Status

Submitted






### Submitted Date

03/26/2025 at 08:04 AM

### Submitted By

Jennifer Edwards

### Workflow Steps

 Completed	1	Signed by Jennifer Edwards on 03/26/2025 at 08:05 AM <b>Signature:</b> Jennifer G Edwards
 Completed	2	Approved by Melissa Barlow on 03/26/2025 at 04:30 PM
 Current	3	Review by Group: Superintendent's Office
 Forthcoming	4	TBD
 Forthcoming	5	Approval by William Simeroth
 Forthcoming	6	Review by Group: Superintendent's Office
 Forthcoming	7	Review by Group: Business Office - Accounts Payable

Jennifer Edwards

---DRAFT---

# Out of State Travel Request



This form must be submitted to the Board secretary by 12:00 p.m. on Wednesday, prior to the monthly Board of Education meeting regularly scheduled the first Monday of the month.

Full Name required

School employee requesting trip.

Date of Request required

  Allowed format is MM/DD/YYYY Ex: 04/02/2025


Name of Organization, Grade required

Title of Conference or Event required

Travel Destination required

(City, State)

Departure Date of Trip required

  Allowed format is MM/DD/YYYY Ex: 04/02/2025

Departure Time required

Return Date of Trip required

06/27/2025



Allowed format is MM/DD/YYYY Ex: 04/02/2025

Number of Days required

4

Means of Transportation required

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating required

0

Number of Parents/Guardians Attending required

0

Age of Students required

n/a

Place, Purpose, and Nature of the Trip required

Continuing education from the NATA to complete certification requirements for the Board of Certification. Must meet these requirements to maintain certification to perform Athletic Training duties for the district.

## **COST ANALYSIS**

---

If a booster club is paying an amount is required. If an activity fund is being used, a requisition number and amount are required.

Registration Costs / Requisition Number: required

\$345.00/ PO# 251893

(Object code for out of state = 583)

Lodging Cost/ Requisition Number:

\$615.00/ PO# (Awaiting PO number, will add once received- 412 funds)

(Object code for out of state = 583)

Transportation Costs/ Requisition Number:

\$600.00- airfare/ PO# (Awaiting PO number, will add once received- 412 fu

Airfare or Personal or District Vehicle

(Object code for out of state = 583)

Per diem (meals, taxi/uber, parking):

\$480.00/ PO# (Awaiting PO number, will add once received- 412 funds)

<https://www.gsa.gov/travel/plan-book/per-diem-rates>

Cost of a Substitute:

n/a

Will Participation Lead to Further Competition?

Yes

No

If Yes, Explain

Educational Benefits

<https://convention.nata.org/register-attend/plan#schedule>

Link to educational content for the symposium. Continuing education to maintain BOC certification as an Athletic Trainer.

## Attachments

Upload Schedule of Events: NATA 2025 Schedule of Events.pdf

Upload Itinerary: NATA 2025 Itinerary.pdf

### Workflow

#### Attached Workflow

Out of State Travel Request

#### Current Status

Submitted

#### Submitted Date

04/01/2025 at 02:31 PM

#### Submitted By

Michael Foster

#### Workflow Steps

 Completed	1	Signed by Michael Foster on 04/01/2025 at 02:31 PM Signature: Michael Foster
 Completed	2	Approved by Melissa Barlow on 04/01/2025 at 04:17 PM
 Current	3	Review by Group: Superintendent's Office
 Forthcoming	4	TBD
 Forthcoming	5	Approval by William Simeroth
 Forthcoming	6	Review by Group: Superintendent's Office
 Forthcoming	7	Review by Group: Business Office - Accounts Payable

Michael Foster

---DRAFT---

# Out of State Travel Request




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Full Name required

School employee requesting trip.

Date of Request required

  Allowed format is MM/DD/YYYY Ex: 04/02/2025

Name of Organization, Grade required

Title of Conference or Event required

Travel Destination required

(City, State)

Departure Date of Trip required

  Allowed format is MM/DD/YYYY Ex: 04/02/2025

Departure Time required

Return Date of Trip required

07/18/2025



Allowed format is MM/DD/YYYY Ex: 04/02/2025

Number of Days required

3

Means of Transportation required

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating required

0

Number of Parents/Guardians Attending required

0

Age of Students required

0

Place, Purpose, and Nature of the Trip required

The AP Annual Conference brings together thousands of education professionals from the AP and Pre-AP® communities. The conference schedule features workshops, content-driven sessions, and exhibits. It's your chance to:

- Connect with new and experienced teachers of all 40 AP courses, AP chief readers, AP coordinators, counselors, superintendents, and principals
- Attend conference sessions on a wide range of important topics in education
- Discover proven methods for increasing equity and access to the AP Program

For more than 60 years, the College Board AP Program has grown by fostering collaboration among professionals working to develop students' college-level knowledge and skills. In 2024, over 3 million students representing both public and private schools around the world took over 5.7 million AP Exams.

Each year, the AP Annual Conference provides educators with the best opportunity to learn, share, and gather the most current information about the AP Program.

## COST ANALYSIS

---

If a booster club is paying an amount is required. If an activity fund is being used, a requisition number and amount are required.

Registration Costs / Requisition Number:

(Object code for out of state = 583)

Lodging Cost/ Requisition Number:

(Object code for out of state = 583)

Transportation Costs/ Requisition Number:

Airfare or Personal or District Vehicle

(Object code for out of state = 583)

Per diem (meals, taxi/uber, parking):

<https://www.gsa.gov/travel/plan-book/per-diem-rates>

Cost of a Substitute: required

0

Will Participation Lead to Further Competition?

Yes

No

If Yes, Explain

Educational Benefits required

The AP Annual Conference equips educators with strategies to enhance instruction, boost AP scores, and expand student success. Attendees will bring back valuable insights to lead professional development sessions.

Educators will learn proven techniques to improve student performance, stay updated on AP curriculum changes, and explore strategies to increase equity and access. Networking with AP experts fosters collaboration and the sharing of best practices. Additionally, attendees will develop leadership skills to mentor colleagues and strengthen their AP programs.

By attending, educators gain the tools to elevate AP instruction and drive higher achievement in their schools.

## Attachments

Upload Schedule of Events: AP Annual Conference Schedule of Events.pdf

Upload Itinerary: AP Annual Conference Itinerary.pdf

### Workflow

**Attached  
Workflow**

Out of State Travel Request

Current Status

Submitted


Submitted Date

04/01/2025 at 09:05 AM

Submitted By

Rebecca Middaugh

## Workflow Steps

	1	Signed by Jennifer Edwards on 04/01/2025 at 09:07 AM <b>Signature:</b> Jennifer G Edwards
	2	Approved by Melissa Barlow on 04/01/2025 at 09:15 AM
	3	Review by Group: Superintendent's Office
	4	TBD
	5	Approval by William Simeroth
	6	Review by Group: Superintendent's Office
	7	Review by Group: Business Office - Accounts Payable

Jennifer Edwards

---DRAFT---

# Out of State Travel Request




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Full Name required

School employee requesting trip.

Date of Request required

  Allowed format is MM/DD/YYYY Ex: 04/02/2025


Name of Organization, Grade required

Title of Conference or Event required

Travel Destination required

(City, State)

Departure Date of Trip required

  Allowed format is MM/DD/YYYY Ex: 04/02/2025

Departure Time required

Return Date of Trip required

07/18/2025



Allowed format is MM/DD/YYYY Ex: 04/02/2025

Number of Days required

3

Means of Transportation required

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating required

0

Number of Parents/Guardians Attending required

0

Age of Students required

n/a

Place, Purpose, and Nature of the Trip required

The AP Annual Conference brings together thousands of education professionals from the AP and Pre-AP® communities. The conference schedule features workshops, content-driven sessions, and exhibits. It's your chance to:

- Connect with new and experienced teachers of all 40 AP courses, AP chief readers, AP coordinators, counselors, superintendents, and principals
- Attend conference sessions on a wide range of important topics in education
- Discover proven methods for increasing equity and access to the AP Program

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Each year, the AP Annual Conference provides educators with the best opportunity to learn, share, and gather the most current information about the AP Program.

## COST ANALYSIS

---

If a booster club is paying an amount is required. If an activity fund is being used, a requisition number and amount are required.

Registration Costs / Requisition Number:

(Object code for out of state = 583)

Lodging Cost/ Requisition Number:

(Object code for out of state = 583)

Transportation Costs/ Requisition Number:

Airfare or Personal or District Vehicle

(Object code for out of state = 583)

Per diem (meals, taxi/uber, parking):

<https://www.gsa.gov/travel/plan-book/per-diem-rates>

Cost of a Substitute: required

0

Will Participation Lead to Further Competition?

Yes

No

If Yes, Explain

Educational Benefits required

The AP Annual Conference equips educators with strategies to enhance instruction, boost AP scores, and expand student success. Attendees will bring back valuable insights to lead professional development sessions.

Educators will learn proven techniques to improve student performance, stay updated on AP curriculum changes, and explore strategies to increase equity and access. Networking with AP experts fosters collaboration and the sharing of best practices. Additionally, attendees will develop leadership skills to mentor colleagues and strengthen their AP programs.

By attending, educators gain the tools to elevate AP instruction and drive higher achievement in their schools.

## Attachments

Upload Schedule of Events: AP Annual Conference Schedule of Events.pdf

Upload Itinerary: AP Annual Conference Itinerary.pdf

### Workflow

**Attached Workflow**

Out of State Travel Request

Current Status

Submitted








Submitted Date

04/01/2025 at 09:02 AM

Submitted By

Rebecca Middaugh

## Workflow Steps

 Completed	1	Signed by Delora Mowery on 04/01/2025 at 09:25 AM Signature: DeLora L Mowery
 Completed	2	Approved by Melissa Barlow on 04/01/2025 at 04:17 PM
 Current	3	Review by Group: Superintendent's Office
 Forthcoming	4	TBD
 Forthcoming	5	Approval by William Simeroth
 Forthcoming	6	Review by Group: Superintendent's Office
 Forthcoming	7	Review by Group: Business Office - Accounts Payable

Delora Mowery

---DRAFT---

# Out of State Travel Request



This form must be submitted to the Board secretary by 12:00 p.m. on Wednesday, prior to the monthly Board of Education meeting regularly scheduled the first Monday of the month.

Full Name required

School employee requesting trip.

Date of Request required

  Allowed format is MM/DD/YYYY Ex: 04/02/2025


Name of Organization, Grade required

Title of Conference or Event required

Travel Destination required

(City, State)

Departure Date of Trip required

  Allowed format is MM/DD/YYYY Ex: 04/02/2025

Departure Time required

Return Date of Trip required

07/18/2025



Allowed format is MM/DD/YYYY Ex: 04/02/2025

Number of Days required

3

Means of Transportation required

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating required

0

Number of Parents/Guardians Attending required

0

Age of Students required

n/a

Place, Purpose, and Nature of the Trip required

Not only are we attending the conference, but we are presenting at the conference:

The AP Annual Conference brings together thousands of education professionals from the AP and Pre-AP® communities. The conference schedule features workshops, content-driven sessions, and exhibits. It's your chance to:

- Connect with new and experienced teachers of all 40 AP courses, AP chief readers, AP coordinators, counselors, superintendents, and principals
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## COST ANALYSIS

---

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Registration Costs / Requisition Number:

(Object code for out of state = 583)

Lodging Cost/ Requisition Number:

(Object code for out of state = 583)

Transportation Costs/ Requisition Number:

Airfare or Personal or District Vehicle

(Object code for out of state = 583)

Per diem (meals, taxi/uber, parking):

Cost of a Substitute: required

Will Participation Lead to Further Competition?

Yes  
 No

If Yes, Explain

Educational Benefits required

The AP Annual Conference equips educators with strategies to enhance instruction, boost AP scores, and expand student success. Attendees will be required to lead professional development sessions for Accelerated and AP teachers (and potentially all staff) with the knowledge they gain.

Educators will learn proven techniques to improve student performance, stay updated on AP curriculum changes, and explore strategies to increase equity and access. Networking with AP experts fosters collaboration and the sharing of best practices. Additionally, attendees will develop leadership skills to mentor colleagues and strengthen their AP programs.

By attending, educators gain the tools to elevate AP instruction and drive higher achievement in their schools.

## Attachments

Upload Schedule of Events: AP Annual Conference Schedule of Events.pdf

Upload Itinerary: AP Annual Conference Itinerary.pdf

Workflow

**Attached Workflow** Out of State Travel Request

Current Status Submitted  
Submitted Date 04/01/2025 at 08:59 AM  
Submitted By Rebecca Middaugh

Workflow Steps

- ✔ Completed 1 Signed by Rebecca Middaugh on 04/01/2025 at 08:59 AM  
Signature: Rebecca Middaugh

---

- ✔ Completed 2 Approved by Melissa Barlow on 04/01/2025 at 09:15 AM

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- Current 3 Review by Group: Superintendent's Office

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- Forthcoming 4 TBD

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- Forthcoming 5 Approval by William Simeroth

---

- Forthcoming 6 Review by Group: Superintendent's Office

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- Forthcoming 7 Review by Group: Business Office - Accounts Payable

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Rebecca Middaugh

----DRAFT----

# Out of State Travel Request



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Full Name required

School employee requesting trip.

Date of Request required

  Allowed format is MM/DD/YYYY Ex: 04/02/2025

Name of Organization, Grade required

Title of Conference or Event required

Travel Destination required

(City, State)

Departure Date of Trip required

  Allowed format is MM/DD/YYYY Ex: 04/02/2025

Departure Time required

Return Date of Trip required

07/18/2025



Allowed format is MM/DD/YYYY Ex: 04/02/2025

Number of Days required

3

Means of Transportation required

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating required

0

Number of Parents/Guardians Attending required

0

Age of Students required

0

Place, Purpose, and Nature of the Trip required

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## COST ANALYSIS

---

If a booster club is paying an amount is required. If an activity fund is being used, a requisition number and amount are required.

Registration Costs / Requisition Number:

(Object code for out of state = 583)

Lodging Cost/ Requisition Number:

(Object code for out of state = 583)

Transportation Costs/ Requisition Number:

Airfare or Personal or District Vehicle

(Object code for out of state = 583)

Per diem (meals, taxi/uber, parking):

<https://www.gsa.gov/travel/plan-book/per-diem-rates>

Cost of a Substitute: required

0

Will Participation Lead to Further Competition?

Yes

No

If Yes, Explain

Educational Benefits required

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## Attachments

Upload Schedule of Events: AP Annual Conference Schedule of Events.pdf

Upload Itinerary: AP Annual Conference Itinerary.pdf

### Workflow

**Attached Workflow**

Out of State Travel Request

Current Status

Submitted



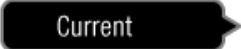




Submitted Date

04/01/2025 at 09:08 AM

Submitted By

Rebecca Middaugh

## Workflow Steps

 Completed	1	Signed by Misty Williams on 04/01/2025 at 09:27 AM <b>Signature:</b> Misty K Williams
 Completed	2	Approved by Melissa Barlow on 04/01/2025 at 04:17 PM
 Current	3	Review by Group: Superintendent's Office
 Forthcoming	4	TBD
 Forthcoming	5	Approval by William Simeroth
 Forthcoming	6	Review by Group: Superintendent's Office
 Forthcoming	7	Review by Group: Business Office - Accounts Payable

Misty Williams

---DRAFT---

**ITEM FOR CONSIDERATION**  
**Board of Education Meeting**  
3/28/2025

**TOPIC:** Pitzer's Lawn Management, Inc for turf services at all sites

**RATIONALE FOR RECOMMENDATION:** This would be a renewal of the annual contract for mowing and weed control at all sites.

**FISCAL NOTE:** \$121,429.98 is the total of all 14 contracts. This would be an increase of \$4715.98 over the current year contract. (That is roughly a 4% increase.)

**CONTACT PERSON:** Jason Johnson 1076





# Pitzer's LAWN MANAGEMENT, INC

11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

## Landscape Maintenance Agreement

Proposal ID 31827  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

Submitted To
Mike Workman Yukon Public Schools 600 Maple Yukon, OK 73099

Project Location
Yukon Public Schools Administration Buil 600 Maple Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

### Lawn Maintenance

#### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

### Chemical Applications

#### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$333.69</b>
<b>Annual Contract Total:</b>	<b>\$4,004.32</b>



# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31827  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
600 Maple  
Yukon, OK 73099

### Project Location

Yukon Public Schools Administration Buil  
600 Maple  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$4,004.32 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature: My-Sign

Date of acceptance: Date-1

Client Signature: SIGN-1

Date of acceptance: Date-1



## Landscape Maintenance Agreement

Proposal ID 31825

Proposal Date 03/26/2025

Contract Start Date 02/01/2025

11401 S. Broadway Edmond, OK 73034

T: 405.844.8908 | F: 405.844.1477

www.PitzersLM.com

### Submitted To

Mike Workman  
Yukon Public Schools  
600 Maple  
Yukon, OK 73099

### Project Location

Yukon Middle School 2025  
801 Garth Brooks Blvd  
Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

## Lawn Maintenance

### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

## Chemical Applications

### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

**12 Monthly Payments of:**

**\$867.02**

**Annual Contract Total:**

**\$10,404.24**





# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31825  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
600 Maple  
Yukon, OK 73099

### Project Location

Yukon Middle School 2025  
801 Garth Brooks Blvd  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$10,404.24 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature:

**My-Sign**

Date of acceptance:

**Date-1**

Client Signature:

**SIGN-1**

Date of acceptance:

**Date-1**





# Pitzer's LAWN MANAGEMENT, INC

11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

## Landscape Maintenance Agreement

Proposal ID 31824  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

Submitted To
Mike Workman Yukon Public Schools 600 Maple Yukon, OK 73099

Project Location
Yukon High School 2025 1777 S. Yukon Parkway Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

### Lawn Maintenance

#### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

### Chemical Applications

#### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$2,953.91</b>
<b>Annual Contract Total:</b>	<b>\$35,446.92</b>



# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31824  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
600 Maple  
Yukon, OK 73099

### Project Location

Yukon High School 2025  
1777 S. Yukon Parkway  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$35,446.92 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature:

**My-Sign**

Date of acceptance:

**Date-1**

Client Signature:

**SIGN-1**

Date of acceptance:

**Date-1**





# Landscape Maintenance Agreement

Proposal ID 31823

Proposal Date 03/26/2025

Contract Start Date 02/01/2025

11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

Submitted To
Mike Workman Yukon Public Schools 600 Maple Yukon, OK 73099

Project Location
Yukon Alternative School 2025 946 Poplar Ave Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

## Lawn Maintenance

### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

## Chemical Applications

### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$132.13</b>
<b>Annual Contract Total:</b>	<b>\$1,585.57</b>



# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31823  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
600 Maple  
Yukon, OK 73099

### Project Location

Yukon Alternative School 2025  
946 Poplar Ave  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$1,585.57 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature:

**My-Sign**

Date of acceptance:

**Date-1**

Client Signature:

**SIGN-1**

Date of acceptance:

**Date-1**





11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

Submitted To
Mike Workman Yukon Public Schools 600 Maple Yukon, OK 73099

Project Location
Surrey Hills Elementary School 2025 10700 Hastings Ave Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

**Lawn Maintenance**

**Mow, Edge & Trim - Services Per Year: 27**

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

**Chemical Applications**

**Weed Control - Turf - Services Per Year: 3**

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$444.30</b>
<b>Annual Contract Total:</b>	<b>\$5,331.62</b>





# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31822  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
600 Maple  
Yukon, OK 73099

### Project Location

Surrey Hills Elementary School 2025  
10700 Hastings Ave  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$5,331.62 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature:

**My-Sign**

Date of acceptance:

**Date-1**

Client Signature:

**SIGN-1**

Date of acceptance:

**Date-1**





# Pitzer's LAWN MANAGEMENT, INC

11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

## Landscape Maintenance Agreement

Proposal ID 31821  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

Submitted To
Mike Workman Yukon Public Schools 600 Maple Yukon, OK 73099

Project Location
Skyview Elementary School 2025 650 S Yukon Pkwy Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

### Lawn Maintenance

#### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

### Chemical Applications

#### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$479.08</b>
<b>Annual Contract Total:</b>	<b>\$5,749.01</b>





# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31821  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
600 Maple  
Yukon, OK 73099

### Project Location

Skyview Elementary School 2025  
650 S Yukon Pkwy  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$5,749.01 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature:

**My-Sign**

Date of acceptance:

**Date-1**

Client Signature:

**SIGN-1**

Date of acceptance:

**Date-1**





# Pitzer's LAWN MANAGEMENT, INC

11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

## Landscape Maintenance Agreement

Proposal ID 31820  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

Submitted To
Mike Workman Yukon Public Schools 600 Maple Yukon, OK 73099

Project Location
Shedeck Elementary School 2025 2100 S Holly Ave Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

### Lawn Maintenance

#### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

### Chemical Applications

#### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$424.78</b>
<b>Annual Contract Total:</b>	<b>\$5,097.35</b>





# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31820  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
600 Maple  
Yukon, OK 73099

### Project Location

Shedeck Elementary School 2025  
2100 S Holly Ave  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and **PITZER'S LAWN MANAGEMENT, INC.** hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$5,097.35 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature: My-Sign

Date of acceptance: Date-1

Client Signature: SIGN-1

Date of acceptance: Date-1



# Pitzer's

LAWN MANAGEMENT, INC

## Landscape Maintenance Agreement

Proposal ID 31819  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

Submitted To
Mike Workman Yukon Public Schools 600 Maple Yukon, OK 73099

Project Location
Redstone Elementary 2025 11501 West Britton Rd. Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

### Lawn Maintenance

#### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

### Chemical Applications

#### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$997.44</b>
<b>Annual Contract Total:</b>	<b>\$11,969.25</b>





# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31819  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
600 Maple  
Yukon, OK 73099

### Project Location

Redstone Elementary 2025  
11501 West Britton Rd.  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$11,969.25 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature:

**My-Sign**

Date of acceptance:

**Date-1**

Client Signature:

**SIGN-1**

Date of acceptance:

**Date-1**





# Pitzer's

LAWN MANAGEMENT, INC

## Landscape Maintenance Agreement

Proposal ID 31818  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

Submitted To
Mike Workman Yukon Public Schools 607 Annawood Dr Yukon, OK 73099

Project Location
Ranchwood Elementary School 2025 607 Annawood Dr Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

### Lawn Maintenance

#### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

### Chemical Applications

#### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$396.29</b>
<b>Annual Contract Total:</b>	<b>\$4,755.48</b>





# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31818  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
607 Annawood Dr  
Yukon, OK 73099

### Project Location

Ranchwood Elementary School 2025  
607 Annawood Dr  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$4,755.48 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature:

**My-Sign**

Date of acceptance:

**Date-1**

Client Signature:

**SIGN-1**

Date of acceptance:

**Date-1**





# Pitzer's LAWN MANAGEMENT, INC

11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

## Landscape Maintenance Agreement

Proposal ID 31816  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

Submitted To
Mike Workman Yukon Public Schools 1200 S 1st Street Yukon, OK 73099

Project Location
Myers Elementary School 2025 1200 S 1st Street Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

### Lawn Maintenance

#### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

### Chemical Applications

#### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$925.57</b>
<b>Annual Contract Total:</b>	<b>\$11,106.82</b>





# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31816  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
1200 S 1st Street  
Yukon, OK 73099

### Project Location

Myers Elementary School 2025  
1200 S 1st Street  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

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(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

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B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$11,106.82 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature:

**My-Sign**

Date of acceptance:

**Date-1**

Client Signature:

**SIGN-1**

Date of acceptance:

**Date-1**





# Pitzer's

LAWN MANAGEMENT, INC

## Landscape Maintenance Agreement

Proposal ID 31817

Proposal Date 03/26/2025

Contract Start Date 02/01/2025

11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

### Submitted To

Mike Workman  
Yukon Public Schools  
2201 Cornwell Dr  
Yukon, OK 73099

### Project Location

Parkland Elementary School 2025  
2201 Cornwell Dr  
Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

### Lawn Maintenance

#### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

### Chemical Applications

#### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

**12 Monthly Payments of: \$482.05**  
**Annual Contract Total: \$5,784.62**





# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31817  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
2201 Cornwell Dr  
Yukon, OK 73099

### Project Location

Parkland Elementary School 2025  
2201 Cornwell Dr  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$5,784.62 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature:

**My-Sign**

Date of acceptance:

**Date-1**

Client Signature:

**SIGN-1**

Date of acceptance:

**Date-1**





11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

Submitted To
Mike Workman Yukon Public Schools 872 South Yukon Parkway Yukon, OK 73099

Project Location
Lakeview Intermediate School 2025 872 South Yukon Parkway Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

**Lawn Maintenance**

**Mow, Edge & Trim - Services Per Year: 27**

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

**Chemical Applications**

**Weed Control - Turf - Services Per Year: 3**

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$227.67</b>
<b>Annual Contract Total:</b>	<b>\$2,732.09</b>



# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31815  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2023

### Submitted To

Mike Workman  
Yukon Public Schools  
872 South Yukon Parkway  
Yukon, OK 73099

### Project Location

Lakeview Intermediate School 2025  
872 South Yukon Parkway  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

B. To provide only skilled labor in the performance of the work and to perform all work under this contract in a good and workmanlike manner in accord with generally accepted practices for the work involved.

C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2023 , and year to year thereafter unless a contract end date is specified herein 2/1/2024. A first year annual price of \$2,732.09 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature: My-Sign

Date of acceptance: Date-1

Client Signature: SIGN-1

Date of acceptance: Date-1



# Pitzer's

LAWN MANAGEMENT, INC

## Landscape Maintenance Agreement

Proposal ID 31814

Proposal Date 03/26/2025

Contract Start Date 02/01/2025

11401 S. Broadway Edmond, OK 73034

T: 405.844.8908 | F: 405.844.1477

www.PitzersLM.com

### Submitted To

Mike Workman  
Yukon Public Schools  
500 East Vandament  
Yukon, OK 73099

### Project Location

Independence Intermediate Schools 2025  
500 East Vandament  
Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

## Lawn Maintenance

### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

## Chemical Applications

### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

**12 Monthly Payments of:**

**\$886.80**

**Annual Contract Total:**

**\$10,641.58**





# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31814  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
500 East Vandament  
Yukon, OK 73099

### Project Location

Independence Intermediate Schools 2025  
500 East Vandament  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

**III. PLM Agrees:**

A. To employ personnel or engage subcontractors to the extent that PLM deems necessary to satisfy the terms and conditions of this agreement and to be solely responsible for the direction, control, and satisfactory completion of the work hereunder.

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C. To obtain and pay for all licenses and permits required to do the work covered by this contract, and will comply with all applicable laws, ordinances, rules, and regulations in performing this contract.

D. To maintain insurance as described below at all times when performing work for CLIENT. Certificates evidencing the required insurance shall be delivered to CLIENT prior to commencement of the work, and PLM shall provide that any change or the cancellation of any policies under which certificates are issued be provided to CLIENT prior to expiration.

(1) Workman's Compensation Insurance as required by laws and regulations applicable to and covering employees of PLM engaged in the performance of the work under this contract statutory.

(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

(3) Auto Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$1,000,000.

**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$10,641.58 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature:

**My-Sign**

Date of acceptance:

**Date-1**

Client Signature:

**SIGN-1**

Date of acceptance:

**Date-1**





# Pitzer's LAWN MANAGEMENT, INC

11401 S. Broadway Edmond, OK 73034  
T: 405.844.8908 | F: 405.844.1477  
www.PitzersLM.com

## Landscape Maintenance Agreement

Proposal ID 31813  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

Submitted To
Mike Workman Yukon Public Schools 300 S 9th St Yukon, OK 73099

Project Location
Central Elementary School 2025 300 S 9th St Yukon, OK 73099

We propose to furnish landscape services in accordance with the following specifications for the sum as follows:

### Lawn Maintenance

#### Mow, Edge & Trim - Services Per Year: 27

Mow all areas weekly during the growing season and biweekly at beginning and end of season to match turf growth. Trash and debris will be removed from turf areas before mowing. Noticeable clippings shall be removed after each mowing is completed. Grass will be edged along all sidewalks and curbs using a metal edger blade and performed with every mowing. Grass will be trimmed around all signs, fence lines, building lines, retaining walls, shrub beds, trees etc. using equipment with monofilament trimmer line. Disposal of clippings and debris shall be at contractor expense. All clippings shall be removed from sidewalks, curbs, parking areas and patios after every mowing to maintain a clean appearance.

### Chemical Applications

#### Weed Control - Turf - Services Per Year: 3

Weed control will be applied to all turf areas using a combination of pre and post emergent herbicides at proper label rates. Weed control will always promote a weed free lawn. Poor results will require re-treatment of areas at no additional charge to the client. Nutsedge and Goosegrass may require additional post emergent treatments. At such time, contractor will present an additional price for this service to the client if the need shall arise. All other post emergent treatment of all weeds shall be treated with no additional billing to the client.

<b>12 Monthly Payments of:</b>	<b>\$568.43</b>
<b>Annual Contract Total:</b>	<b>\$6,821.11</b>





# Terms & Conditions of Landscape Maintenance Agreement

Proposal ID 31813  
Proposal Date 03/26/2025  
Contract Start Date 02/01/2025

### Submitted To

Mike Workman  
Yukon Public Schools  
300 S 9th St  
Yukon, OK 73099

### Project Location

Central Elementary School 2025  
300 S 9th St  
Yukon, OK 73099

The conditions herein are made part of the Landscape Maintenance Agreement between "CLIENT" and PITZER'S LAWN MANAGEMENT, INC. hereinafter called "PLM" which authorizes PLM to maintain the CLIENTS Project Location in accordance with the terms and conditions within this contract.

**I. Service:** PLM shall render service as detailed in the "Annual Maintenance Agreement" for the "Project Location" as described at beginning of this document.

**II. Relationship of Parties:** The parties intend to establish an independent contractor relationship through this agreement and agree that PLM shall have full power and authority to select the means, method, and manner of performing the work hereunder and are responsible only to the CLIENT for the results required by the terms of this Agreement. It is further agreed that neither PLM or any subcontractor shall be considered or treated as employees or agents of the CLIENT.

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(2) Comprehensive General Liability Insurance with limits of not less than Bodily Injury \$1,000,000, Property Damage \$2,000,000.

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**IV. Exclusions:** PLM shall not be obligated to repair/replace damages made necessary by the following as determined by joint inspection by PLM and CLIENT.

A. Improper installation, usage or willful abuse by the CLIENT or CLIENT employees or CLIENT subcontractors.

B. Accident or theft, including fire or explosion, low power or electrical surges not caused by PLM.

C. Riots, vandalism or similar nefarious activity not performed by PLM.

D. Acts of Nature including but not limited to: Flood waters, storms, tornados, high winds, lightning, domestic animals, wild animals, freezing temperatures below USDA Zone 7 standards

**V. Terms of Contract:** The term of this contract shall begin 2/1/2025 , and year to year thereafter unless a contract end date is specified herein 2/1/2026. A first year annual price of \$6,821.11 with an annual price increase of 2% to the current years contract value. This contract may be terminated prior to expiration by either party by giving thirty (30) days prior written notice to other party except for reasons stated above in Section IV. Exclusions. 12 equal payments to PLM at current year contract value shall constitute the completion of one year of the agreement. Early termination prior to any full year of the agreement, or subsequent year of the agreement shall, result in prorated charges. Prorated charges shall be calculated by summing total monies paid to PLM against the total value of "Months of Service" provided within the current year agreement. The difference from this calculation shall become due immediately to PLM if amount paid to PLM is less than the calculated value of "Months of Service", or monies due immediately to CLIENT if the amount paid to PLM is greater than calculated value of "Months of Service". Value for "Months of Service" shall be calculated by taking the current year Annual Contract Amount, then multiplied by the 'Annual Monthly Percent' in the list below for each calendar month service was performed by PLM. Annual Monthly Percent: Jan 3%, Feb 4%, Mar 10%, Apr 11%, May 12%, June 12%, July 12%, Aug 12%, Sep 12% Oct 10%, Nov 1%, Dec 1%

**VI. Notice:** Notices hereunder shall be sufficient if delivered to the other party, or if placed in the United States Mail addressed to the respective parties at the mailing address indicated at beginning of agreement.

**Pricing:** Proposal may be withdrawn if not accepted within 30 days.

PLM Signature: My-Sign

Date of acceptance: Date-1

Client Signature: SIGN-1

Date of acceptance: Date-1



# RENTAL CONTRACT

## YUKON FINE ARTS CENTER (Gene Cranfill Auditorium)

850 Yukon Avenue, Yukon, OK 73099 (405) 354-8356

[wes.mcatee@yukonps.com](mailto:wes.mcatee@yukonps.com)

### OFFICE COPY

Organization: **Doran-Vossen School of Dance**      Program: **Dance Recital**

Street: **519 Maple**      City: **Yukon**      State: **OK**      Zip: **73099**

Contact: **Debra Doran-Vossen**      Phone: **405 354-1743**      Cell: **473-7145**

Email 1: **danvossen@cox.net**      Email 2:

Director: **Debra Doran-Vossen**      Phone: **405 373-2121**      Cell: **405 473-7145**

Number in Program: **100**      Estimated Attendance: **500**      Ticket Price: **na**

Date(s) Requested: **6/6/2025, 6/7/2025**      Origination: **3/31/2025**

**FOR APPROVAL: CONTRACT AND DEPOSIT MUST BE RECEIVED NO LATER THAN: 4/30/2025**

School Board:	<input type="checkbox"/>	Approve	<input type="checkbox"/>	Deny Date:		
Director Review	<input checked="" type="checkbox"/>	Approve	<input type="checkbox"/>	Deny Date:	<b>03-31-25</b>	*See Attachment
Insurance Certificate Due:	<b>5/27/2025</b>		Certificate Received:	Date:		

#### Level 2

RATE PER HOUR	HOURS USED		TOTAL		
	Estimated	Actual	Estimated	Actual	
\$275.00	8	0	\$2200.00		\$0.00
(DEPOSIT PAID BY CASHIERS CHECK ONLY) DEPOSIT			75%	\$1650.00	\$0.00
CK# <b>700576987 03/31/25 \$1650.00</b>				DEP. 1	\$0.00
CK#				DEP. 2	\$0.00
CK#					\$0.00
Security Deposit					\$0.00
Cleaning Fee					\$0.00
Additional Charges					\$0.00
<b>Balance Due at Close of Program</b>					<b>\$ 0.00</b>
<b>Paid By Company Check or Cash</b>					<b>\$0.00</b>

Rates charged on an hourly basis. First 30 minutes are 1/2 the hourly rate. After 30 minutes, the full hourly rate will be charged.

(3) SECURITY DEPOSIT	DEPOSIT PAID		DEPOSIT RETURNED	
\$400	Date:	Ck #:	<input type="checkbox"/> Yes	<input type="checkbox"/> No

#### Acknowledgement Statement

I have read this contract in entirety. I acknowledge that any questions concerning this contract have been answered and explained to my complete satisfaction. I acknowledge this contract to be a binding agreement between myself and Yukon Public Schools. I further agree to pay the final balance due at the end of my program which is determined by the actual time of facility rental, not any previous estimate.

Signature 

Date 3/31/25

# RENTAL CONTRACT

## YUKON FINE ARTS CENTER (Gene Cranfill Auditorium)

850 Yukon Avenue, Yukon, OK 73099 (405) 354-8356

[wes.mcatee@yukonps.com](mailto:wes.mcatee@yukonps.com)

### CUSTOMER COPY

Organization: **Dance Etiquette**

Program: **Dance Recital**

Street: **620 S. Miles**

City: **El Reno**

State: **OK**

Zip: **73036**

Contact: **Jill Compton**

Phone: **405 255-3749**

Cell: **405 496-6269**

Email 1: **danceetiquette5678@yahoo.com**

Email 2:

Director: **Jill Compton**

Phone: **405 255-3749**

Cell: **405 496-6269**

Number in Program: **150**

Estimated Attendance: **700**

Ticket Price: **\$12.00**

Date(s) Requested: **5/20/2025, 5/21/2025**

Origination: **4/1/2025**

**FOR APPROVAL: CONTRACT AND DEPOSIT MUST BE RECEIVED NO LATER THAN: 5/1/2025**

School Board:	<input type="checkbox"/>	Approve	<input type="checkbox"/>	Deny	Date: _____
Director Review <b>WM</b>	<input checked="" type="checkbox"/>	Approve	<input type="checkbox"/>	Deny	Date: <b>04-01-25</b> *See Attachment
Insurance Certificate Due: <b>5/10/2025</b>	Certificate Received: Date: _____				

### Level 2

RATE PER HOUR	HOURS USED		TOTAL				
	Estimated	Actual	Estimated		Actual		
\$275.00	10	0	\$2750.00				
<b>(DEPOSIT PAID BY CASHIERS CHECK ONLY)</b>		<b>DEPOSIT</b>	75%	\$2062.50	DEP. 1	\$0.00	\$0.00
CK#					DEP. 2	\$0.00	\$0.00
CK#							\$0.00
CK#							\$0.00
							\$0.00
							\$0.00
							\$0.00
<b>Balance Due at Close of Program</b>			<b>Grand Total</b>				\$ 0.00
<b>Paid By Company Check or Cash</b>			<b>Balance Due</b>				\$0.00

Rates charged on an hourly basis. First 30 minutes are 1/2 the hourly rate. After 30 minutes, the full hourly rate will be charged.

(3) SECURITY DEPOSIT	DEPOSIT PAID		DEPOSIT RETURNED	
\$400	Date: _____	Ck #: _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No

#### Acknowledgement Statement

\_\_\_\_\_ I have read this contract in entirety. I acknowledge that any questions concerning this contract have been answered and explained to my complete satisfaction. I acknowledge this contract to be a binding agreement between myself and Yukon Public Schools. I further agree to pay the final balance due at the end of my program which is determined by the actual time of facility rental, not any previous estimate.

Signature \_\_\_\_\_

Date **4/1/25**

April 7th, 2025

I, Scott Hein, Executive Director of Elementary Schools, hereby recommend to the Yukon Public Schools Board of Education that the following administrators be provided contract renewal with an administrator's contract for the 2025-2026 school year, effective on or after July 1st, 2025.

Shannon Dutton	Principal
Gallagher, Laurie	Principal
Lipe, Kristin	Principal
Mitchell, Heather	Principal
Pierce, Billy (Bill)	Principal
Smith, Carla	Principal
Stowe, Randy	Principal
Langley, Chase	Assistant Principal
Oglesby, Rebecca (Becky)	Assistant Principal

Sincerely,

Scott Hein

April 7th, 2025

I, Adam Jewell, Executive Director of Secondary Education, hereby recommend to the Yukon Public Schools Board of Education that the following administrators be provided contract renewal with an administrator's contract for the 2025-2026 school year, effective on or after July 1st, 2025.

Barlow, Melissa	Principal
Garcia, Karyn	Principal
McLaughlin, Ryan	Principal
Pendleton, Jody	Principal
Sowinski, Tracy	Principal
Summers, Samuel	Principal

Barlow, Richard	Assistant Principal
Collins, Caleb	Assistant Principal
Davis, Kimberly	Assistant Principal
Dobbins, Shila	Assistant Principal
Ellis, Taryn	Assistant Principal
Haworth, Natalie	Assistant Principal
Hunt, Steven	Assistant Principal
Kesler, Virginia (Vicky)	Assistant Principal
Lunsford, Audrey (Abbie)	Assistant Principal
Perez, Michael	Assistant Principal
Reape, Rebecca	Assistant Principal
Rodriguez, Amber	Assistant Principal
Sexton, Micah	Assistant Principal
Ward, Phillip	Assistant Principal

Sincerely,

Adam Jewell

***YPS will empower learners to be self-sustaining, successful contributors, to life and the global community.***

**PERSONNEL REPORT**

**EXHIBIT A**

**RECOMMENDATION TO HIRE:**

<b>ADMINISTRATIVE CONTRACT</b>			
<b>Name</b>	<b>Position</b>	<b>Site/Dept</b>	<b>Effective</b>
Klappenbach, Amy	Asst. Principal	Myers/Ranchwood ES	7/8/2025
Cortes-Goodwin, Paloma	Asst. Principal	YMS	7/8/2025
Stricker, Cori	Asst. Principal	Central/Sheddeck ES	7/8/2025
Edwards, James	Chief Operations Officer	Administration	5/1/2025

**RECOMMENDATION TO HIRE:**

<b>CERTIFIED TEMPORARY CONTRACT</b>			
<b>Name</b>	<b>Position</b>	<b>Site/Dept</b>	<b>Effective</b>
Wright, Lance	SpEd teacher	YHS	8/5/2025
Paramore, Macey	Teacher	Surrey Hills ES	8/5/2025
Dixon, Kamryn	4th math/sci	LIS	8/5/2025
Duffin, Lindsey	Theatre Teacher	YHS	8/5/2025
Sealey, Valerie	5th sci/math	LIS	8/5/2025
Shepherd, Michayla	SLP	Special Services	8/5/2025
Wright, Emmaleigh	Art teacher	Sheddeck ES	8/5/2025

**RECOMMENDATION TO HIRE:**

<b>SUPPORT</b>			
<b>Name</b>	<b>Position</b>	<b>Site/Dept</b>	<b>Effective</b>
Howard, Cynthia	Paraeducator	YMS	3/5/2025
Gray, Rachel	Substitute	Administration	2/27/2025
Newcomb, Justin	Substitute	Administration	2/27/2025
Tito, Maria	Substitute	Administration	3/11/2025
Deters, Gabrielle	Substitute	Administration	3/11/2025
Benner, Christine	Substitute	Administration	3/10/2025
Zunigha, Roger	Substitute	Administration	3/10/2025
Bowen, Thomas	Substitute	Administration	3/11/2025
Anderson, Savannah	Substitute	Administration	3/10/2025
Nix-Sifuentes, Olivia	Substitute	Administration	3/11/2025
Perez, Meredith	Lead Secretary	Skyview ES	3/31/2025
Whisenhunt, Destinay	Daycare Director	Community Engagement	3/31/2025
Skiniotes, Janna	Substitute	Administration	3/24/2025
Evers, Elena	Cafeteria Monitor	LIS	3/25/2025
Almufleh, Zachery	Asst. Plumber	Maintenance	4/7/2025
Smith, Deveras	Playground monitor	RIS	3/26/2025
Epple, William	Substitute	Administration	3/27/2025
Koshy, Sini	Substitute	Administration	3/27/2025
Forester, Genevieve	Substitute	Administration	4/3/2025
Jimenez, Rosaura	Substitute	Administration	4/3/2025
Sabry, Christina	Substitute	Administration	4/3/2025

**SEASONAL STUDENT AND/OR ADULT:**

Name	Position	Site/Dept	Effective
Feddersen, Marci	Summer School Counselor	YHS	6/2/2025
Sanders, Catherine	Bus Aide	Transportation	4/1/2025
Zunigha, Roger	Math	YHS	3/28/2025
Fayne, LaQuita	Bus Driver	Transportation	3/31/2025
Davis, Billy	Bus Driver in training	Transportation	3/27/2025
Espinoza, Ashley	Bilingual Assistant	YHS	3/24/2025
Tayahua, Jose	Security	Athletics	3/3/2025

**CHANGE FORM POSITION/HOURS/LOCATION/RATE OF PAY:**

Name	Position	Site/Dept	Effective	Explanation of Change
Leftwich Wallace, Heidi	Paraeducator	Parkland	3/3/2025	to LIS
Gutierrez-Libreros, Stephanie	Long term substitute	YHS	2/1/2025	to Spanish Teacher certified
Bates, Mark	Long term substitute	YHS	3/1/2025	to SpEd teacher certified
Christian, Jeffrey	Long term substitute	YHS	2/1/2025	to English teacher certified
Howard, Cynthia	Paraeducator	YMS	3/10/2025	new start date
Paramore, Macey	Kindergarten	Surrey Hills ES	8/5/2025	from 1st @ Ranchwood ES
Higuera, Avelina	Cook	IIS	3/24/2025	from Parkland ES
Hicks, Christy	Asst. Principal Intern	IIS/RIS	7/8/2025	from RIS Inst. Spec.
McDaniel, Jason	CIO	Administration	5/1/2025	from 1.405 to 1.465
Vasquez, Jonathan	Asst Encumbrance Clerk	Administration	4/1/2025	from secretary @ Skyview ES
Jones, Heather	Virtual Spanish	YHS	/	from YHS in person
Rush, Tiffany	Special Ed	Ranchwood ES	8/5/2025	from 2nd grade
Miller, Samantha	Elementary teacher TBD	TBD	8/5/2025	from elementary intern at Myers ES
Karns, Melissa	Math Instruc Spec	Surrey Hills ES	8/5/2025	from Kindergarten
Walter, Randy	bus driver	transportation	3/28/2025	from 8 - 6 hours
Odparlik, Alyssa	6th Science	LIS	8/5/2025	from YMS Science
Stinson, Jillian	3rd	Myers ES	3/1/2025	from LTS to temp FTE
Bucher, Melodie	virtual SpEd teacher	Curriculum Dept	8/5/2025	from SpEd RIS
Ellis, Taryn	Assistant Principal	Skyview ES	7/1/2025	from IIS/RIS
White, Teresa	SpEd LTS	Surrey Hills ES	8/5/2025	from Paraeducator

**STIPEND ASSIGNMENT: EXTRA DUTY/2ND JOB:**

Name	Position	Site/Dept	Effective
Dudley, Nicholas	Summer School Math	YHS	6/2/2025
Bowers, Kyleigh	Homebound	YHS	4/7/2025
Heskett, Stacy	MAS Supervisor Sub	Surrey Hills ES	3/27/2025
Smith, Deveres	MAS Supervisor	RIS	3/31/2025
Sigle, Mical	Summer school English	YHS	6/2/2025
Randell, Karen	Summer School Science	YHS	6/2/2025
Snow, Sage	Summer School History	YHS	6/2/2025
Jones, Heather	Summer school Spanish Adjunct	YHS	6/2/2025
Haworth, Natalie	Summer School Principal	YHS	6/2/2025
Mowery, DeLora	Summer School Science Adjunct	YHS	6/2/2025

Olmsted, Matthew	basketball game manager	Athletics	11/11/2024
Tow, Tammy	Book Bus Project mgr	Administration	4/1/2025
Whisenhunt, Destinay	Daycare Director extended contract	Community Engagement	6/2/2025
Hicks, Christy	Asst. Princ. Intern	IIS/RIS	7/8/2025
Anderson, Sydney	Spring Musical	YHS	1/1/2025
Bannon, Colin	Spring Musical	YHS	1/1/2025
Rhodes, Kathleen	Spring Musical	YHS	1/1/2025
Blossom, Sherry	Activity/Athletic Bus driver	Athletics	4/1/2025
Whisenhunt, Destinay	Daycare Director extended contract	Community Engagement	7/1/2025
Shade, Chandler	MAS Supervisor Sub	Community Engagement	3/31/2025

### RESIGNATIONS/RETIREMENTS/SEPARATIONS:

Name	Position	Site/Dept	Effective	Explanation
Dillard, Ashleigh	MAS sup substitute	RIS	12/6/2024	no reason given
Chambers, Lauren	SpEd teacher	IIS	5/23/2025	another district in state
Wallace, Rachel	Kindergarten	Surrey Hills ES	5/23/2025	personal reasons
Rung, Torin	MAS Sup substitute	YHS	6/30/2024	no reason given
Wilkinson, Tracey	painter	Maintenance	2/25/2025	personal reasons
Jaggie, Erika	SpEd teacher	Ranchwood ES	5/23/2025	another district out of state
Mashaw, Dawn	SpEd teacher	Skyview ES	5/23/2025	retirement
Perry-Simpson, Nichole	Paraeducator	Surrey Hills ES	5/22/2025	another district out of state
Bennett, Shannon	Bus Driver	Transportation	1/24/2025	health reasons
Shreve, Jillian	SpEd teacher	Surrey Hills ES	5/23/2025	personal reasons
Salazar, Kyra	MAS supv/playground monitor	RIS	3/7/2025	personal reasons
Lebsack, Mark	COO	District Office	3/14/2025	another district in state
Seeley, Kathryn	Science Teacher	YHS	5/23/2025	personal reasons
Riley, Vicki	Substitute	District Office	1/23/2025	leaving education
Bryant, Morghann	Bus Driver	Transportation	3/25/2025	personal reasons
Gutierrez-Libreros, Stephanie	Spanish	YHS	5/23/2025	no reason given
Ray, Kevin	Math	YHS	3/28/2025	leaving education
Alfaro, Jesly	MAS	Community engagement	4/4/2025	leaving education
Gould, Kara	Playground Monitor	IIS	3/28/2025	personal reasons
Evers, Elena	Cafeteria monitor	LIS	3/27/2025	personal reasons
Rodgers, Blake	PE	IIS	5/23/2025	termination/non-rehire
Penka, Travis	History	YHS	5/23/2025	termination/non-rehire
Willoughby, Madison	Science Teacher	LIS	5/23/2025	termination/non-rehire
Rhodes, Kenzie	SpEd Para	Ranchwood ES	5/22/2025	homemaking
Robinson, Gabriela	SpEd Para	Ranchwood ES	5/22/2025	personal reasons
McLemore, Kacy	5th math/sci	IIS	5/23/2025	another school dist out of state
Thompson, Kay	Paraeducator	IIS	5/23/2025	another district in state
Strand, Sky	LEAP paraprofessional	IIS	5/22/2025	moving due to spouse
Blake, Mika	6th math	IIS	5/23/2025	another district in state

**PERSONNEL REPORT**

**EXHIBIT A**

**RECOMMENDATION TO HIRE:**

<b>ADMINISTRATIVE CONTRACT</b>			
<b>Name</b>	<b>Position</b>	<b>Site/Dept</b>	<b>Effective</b>
	Asst. Principal		7/8/2025
	Asst. Principal		7/8/2025
	Asst. Principal		7/8/2025
	Chief Operations Officer		5/1/2025

**RECOMMENDATION TO HIRE:**

<b>CERTIFIED TEMPORARY CONTRACT</b>			
<b>Name</b>	<b>Position</b>	<b>Site/Dept</b>	<b>Effective</b>
	SpEd teacher		8/5/2025
	Teacher		8/5/2025
	4th math/sci		8/5/2025
	Theatre Teacher		8/5/2025
	5th sci/math		8/5/2025
	SLP		8/5/2025
	Art teacher		8/5/2025

**RECOMMENDATION TO HIRE:**

<b>SUPPORT</b>			
<b>Name</b>	<b>Position</b>	<b>Site/Dept</b>	<b>Effective</b>
	Paraeducator		3/5/2025
	Substitute		2/27/2025
	Substitute		2/27/2025
	Substitute		3/11/2025
	Substitute		3/11/2025
	Substitute		3/10/2025
	Substitute		3/10/2025
	Substitute		3/11/2025
	Substitute		3/10/2025
	Substitute		3/11/2025
	Lead Secretary		3/31/2025
	Daycare Director		3/31/2025
	Substitute		3/24/2025
	Cafeteria Monitor		3/25/2025
	Asst. Plumber		4/7/2025
	Playground monitor		3/26/2025
	Substitute		3/27/2025
	Substitute		3/27/2025
	Substitute		4/3/2025
	Substitute		4/3/2025
	Substitute		4/3/2025

**SEASONAL STUDENT AND/OR ADULT:**

<b>Name</b>	<b>Position</b>	<b>Site/Dept</b>	<b>Effective</b>
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	Summer School Counselor		6/2/2025
	Bus Aide		4/1/2025
	Math		3/28/2025
	Bus Driver		3/31/2025
	Bus Driver in training		3/27/2025
	Bilingual Assistant		3/24/2025
	Security		3/3/2025

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