

Board of Education Regular Meeting

Monday, April 12, 2021 6:00 PM

Board of Education Independent School  
District No. 4 Board Room, Board/Adm.  
Bldg, Oologah-Talala Public Schools  
10700 South 169 Highway Oologah,  
Oklahoma 74053

## **Agenda**

- I. PROCEDURAL ITEMS
  - A. Call meeting to order
  - B. Roll call and record names of members present
  - C. Volunteer Report
  - D. OCTA Report
  - E. Technology Director's Report
  - F. Assistant Superintendent's Report
  - G. Title IX Compliance Update
  - H. Superintendent's Report
  - I. Recognize and hear from visitors (public participation)
- II. CONSENT AGENDA
  - A. Reading and approval of the minutes of the Regular Board meeting of March 8, 2021
  - B. Recommendation, consideration and action on approval of warrants and encumbrances (General Fund, Building Fund, Child Nutrition Fund, Building Bond Funds)
  - C. Recommendation, consideration and action on financial reports, (General Fund, Building Fund, Child Nutrition Fund, Building Bond Funds, Activity Funds).
  - D. Recommendation, consideration and action on activity fund transfers
  - E. Recommendation, consideration and action on approval of purchase order in the amount of \$11,770.00 from the Technology Activity Fund to reimburse the General Fund for penalties accrued and paid to Dell for the late return of laptops.
  - F. Recommendation, consideration and action on fundraiser requests
  - G. Recommendation, consideration, and action on 2021-2022 Application for Temporary Appropriations
  - H. Recommendation, consideration, and action to approve or not approve contract with OPSRC for the 2021-2022 school year
  - I. Recommendation, consideration, and action to approve or not approve contract with Frontline for Time and Attendance for the 2021-2022 school year
- III. ACTION ITEMS TO CONSIDER
  - A. 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 \$2,750,000 General Obligation Combined Purpose Bonds of the School District.
  - B. Recommendation, consideration and action on a second read and approval 1.40.1 Animals in School
  - C. Recommendation, consideration and action on approving school district calendar for School Year 2021-2022

- D. Recommendation, consideration, and action on approving school district to use 1080 hours for calculation of school term for the 2021 - 2022 school year
  - E. Vote to approve or not approve bids for surplussed vehicles that have been advertised in the Lake Leader
  - F. Motion and Vote to approve or not approve participation agreement with Chase Financial for Purchase Card Program beginning fiscal year 2021-2022
  - G. Proposed executive session to discuss the appointment of an individual and/ or interview candidates for vacant school board seat #1. 25 OS subsection 307 (B)(1) and 70 OS subsection 5-118
  - H. Vote to convene or not to convene into executive session
  - I. Acknowledge board's return to open session
  - J. Executive session minutes compliance announcement
  - K. Discussion and possible action appointing individual to vacant school board seat #1
  - L. Proposed executive session to discuss Resignations, Hiring of Personnel and/or Extra Duty Assignments. Pursuant to 25 O.S. Sect. 307(B)(1) and (7) of the Open Meeting Law.
  - M. Acknowledge Board has returned to open session.
  - N. Statement of Board President of executive session minutes compliance
  - O. Vote to accept or not accept the request to return from one year leave of absence due to childcare for the 2021-2022 school year
    - 1. Briann Lloyd
  - P. Vote to accept or not accept submitted resignation(s) as listed below:
    - 1. Kristi Abbey, LE teacher, effective 06/01/2021
    - 2. Julie Landers, MS Spanish Teacher, effective 06/01/2021
    - 3. Eric Rahn, HS English, Effective 06/01/2021
    - 4. Doug Winters, HS Head Girls Basketball, Effective 06/01/2021
  - Q. Motion and vote to employ or not employ the recommended applicants as listed below:
    - 1. David Wilkins, Consultant, effective 04/12/2021 - 06/30/2021
- IV. INFORMATION ITEMS
- V. NEW BUSINESS
- VI. CORRESPONDENCE
- VII. ANNOUNCEMENTS
- VIII. MOTION AND VOTE TO ADJOURN

## Encumbrance Register

Options: Year: 2020-2021, Date Range: 7/1/2020 - 6/30/2021, PO Range: 414 - 440, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	414	03/17/2021	28667	TIGER, INC	000-EMERGENCY GAS	32,619.52
11	415	03/09/2021	10570	ROSENSTEIN FIST AND RINGOLD	000-BLANKET LEGAL SVCS	15,000.00
11	416	03/09/2021	20328	UMB BANK NA	000-paying agent fees QG70	31,875.00
11	417	03/09/2021	11177	STILLWATER MILLING CO	060-BLANKET MISC SUPPLIES	1,000.00
11	418	03/09/2021	10486	OKLA SCHOOL ADVISORY COUN	000-OSAC	200.00
11	419	03/10/2021	69912	TEACHER'S DISCOVERY	000-Spanish Curriculum	1,996.00
11	420	03/10/2021	11480	FROMAN OIL CO.	040-BLANKET FUEL	31,000.00
11	421	03/22/2021	86990	LEE M BUCHFINK	040-CDL REIMBURSEMENT	54.00
11	422	03/22/2021	86972	ABBY LYNN PIHA	040-CDL REIMBURSEMENT	54.00
11	423	03/22/2021	86816	BREANNA LYNNE ROGERS	040-CDL REIMBURSEMENT	54.00
11	424	03/22/2021	86291	DANNA M MCGUIRE	040-CDL REIMBURSEMENT	54.00
11	425	03/22/2021	20747	NEXT LEVEL GRAFIX	040-DECALS	985.00
11	426	03/24/2021	79593	WPS	006-Testing Booklets	220.00
11	427	03/24/2021	14010	OFFICE EVERYTHING	000-Supplies	125.00
11	428	03/25/2021	79634	APPLE, INC	412-4 iMacs	4,995.96
11	429	03/26/2021	20848	CRW CONSULTING SERVICES	070-Year 23 - 3% of Funded Category Two Amount	342.09
11	430	03/26/2021	60226	SCRIBBLES SOFTWARE	070-Scribbles Small District Solution	4,500.00
11	431	03/29/2021	20719	ADVANCE ELECTRICAL SERVICES INC	000-Installation of receptacles	1,150.00
11	432	03/31/2021	79634	APPLE, INC	412-iPads with accessories for students & teacher	12,932.00
11	433	03/31/2021	29568	DIGI SECURITY SYSTEMS LLC	070-Lower Elementary Failed Inspection	1,488.41
11	434	03/31/2021	69915	VERIZON	070-Machine to Machine Activity	14,343.52
11	435	03/31/2021	79917	COMPANION CORP	070-Library Software Annual Maintenance	741.00
11	436	04/01/2021	70112	INTEGRATED REGISTER SYSTEMS, INC	793-Receipting System	20,017.00
11	437	04/01/2021	33122	HOME DEPOT PRO-SUPPLY WORKS	045-MISC SUPPLIES	2,000.00
11	438	04/01/2021	10285	FOUR STATE MAINTENANCE	045-MISC SUPPLIES	2,000.00
11	439	04/05/2021	30050	ROSS TRANSPORTATION INC	040-BLANKET PARTS	3,000.00
11	440	04/01/2021	86387	BRADY J DESPAIN	000-DRIVERS ED REFUND	250.00

<b>Non-Payroll Total:</b>	<b>\$182,996.50</b>
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<b>Payroll Total:</b>	<b>\$0.00</b>
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<b>Balance Forward:</b>	<b>\$0.00</b>
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<b>Report Total:</b>	<b>\$182,996.50</b>
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**Oologah-Talala Public Schools****Encumbrance Register****Options:** Year: 2020-2021, Date Range: 7/1/2020 - 6/30/2021, PO Range: 74 - 74, Fund Codes: 21

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
21	74	04/01/2021	28169	OKLAHOMA DEPT. OF LABOR	035- INSPECTIONS/CERTIFICATIONS	500.00
<b>Non-Payroll Total:</b>						<b>\$500.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$500.00</b>

**PURCHASE ORDER  
 OOLOGAH-TALALA PUBLIC SCHOOLS  
 P.O. BOX 189  
 10700 S. 169 HWY  
 OOLOGAH, OK 74053**

**SHIP TO:**  
 OOLOGAH-TALALA PUBLIC SCHOOLS  
 P.O. BOX 189  
 10700 S. 169 HWY  
 Oologah, OK 74053

**P.O. NO:** 2020-38-126  
**P.O. AMOUNT:** \$17,764.00  
**P.O. DATE:** April 12, 2021

**TO:**  
 BSN Sports  
 9906 E 43rd St., Ste A  
 Tulsa, OK 74146

**Encumbered by:** \_\_\_\_\_

**Requested by:** Breanna Rogers

Description	Unit Price	Quantity	Ext. Price
2019 Combined General Purpose Bond			
UA Armourgrid Spotlight Jersey Royal	\$148.00	70	\$10,360.00
UA Armourgrid Spotlight Pant Royal	\$88.00	80	\$7,040.00
Freight	\$364.00	1	\$364.00
<b>TOTAL</b>			<b>\$17,764.00</b>



# BSN SPORTS™

PO Box 660176  
Dallas, Tx 75266-0176  
Phone: 800-527-7510 Fax: 800-899-0149  
Visit us at www.bsnsports.com

Contact Your Rep  
**Braden Gaines** Email: [bgaines@bsnsports.com](mailto:bgaines@bsnsports.com) | Phone: 918-388-4561

**Sold to**  
1027376  
OOLOGAH HIGH SCHOOL  
10700 South Highway 169  
OOLOGAH OK 74053-0189  
USA

**Ship To**  
1027376  
OOLOGAH HIGH SCHOOL  
BRADY DeSPAIN  
10700 South Highway 169  
OOLOGAH OK 74053-0189  
USA

Order Summary	
Cart #:	6898127
Purchase Order #:	HOLD FOR PO 03/19/2021
Cart Name:	Oologah FB Royal Unis DeS
Order Date:	03/02/2021
Estimated Delivery:	03/04/2021
Payment Terms:	NT30
Ship Via:	
Ordered By:	BRADY DeSPAIN

**Payer**  
1027376  
OOLOGAH HIGH SCHOOL  
10700 South Highway 169  
OOLOGAH OK 74053-0189  
USA

Item Description	Qty	Unit Price	Total
<b>UA ARMOURGRID SPOTLIGHT JERSEY - ROYAL</b> Item # - NSPCUSTOM	70 EA	\$ 148.00	\$ 10,360.00
<b>UA ARMOURGRID SPOTLIGHT PANT - ROYAL</b> Item # - NSPCUSTOM	80 EA	\$ 88.00	\$ 7,040.00

Subtotal:	\$17,400.00
Other:	\$0.00
Freight:	\$364.00
Sales Tax:	\$0.00
Order Total:	\$17,764.00
Payment/Credit Applied:	\$0.00
<b>Order Total:</b>	<b>\$17,764.00</b>

**PURCHASE ORDER  
 OOLOGAH-TALALA PUBLIC SCHOOLS  
 P.O. BOX 189  
 10700 S. 169 HWY  
 OOLOGAH, OK 74053**

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 P.O. BOX 189  
 10700 S. 169 HWY  
 Oologah, OK 74053

**P.O. NO:** 2021-38-127  
**P.O. AMOUNT:** \$310.32  
**P.O. DATE:** April 12, 2021

**TO:**  
 Boynton Williams & Associates  
 900 36th Ave NW  
 Ste 100  
 Norman, OK 73072

**Encumbered by:** \_\_\_\_\_

**Requested by:** Breanna Rogers

Description	Unit Price	Quantity	Ext. Price
<b>2019 Combined General Purpose Bond</b>			
Design, Construction, Bidding services related to 2019 bond	\$5,507.98	1	\$285.40
Shipping	\$24.92	1	\$24.92
<b>TOTAL</b>			<b>\$310.32</b>



March 23, 2021

Mr. Max Tanner, Superintendent  
Oologah-Talala Public Schools  
10700 S. Highway 169  
Oologah, OK 74053

RE: Pool MEP Improvements  
Invoice # T18048A-3S

Current Construction Cost	=	\$223,197.00	
Less Unused Contingency		<u>(\$25,000.00)</u>	
Architectural Fee	6% x	\$198,197.00	= \$11,891.82

% Comp	Phase	% of fee	Total Fee	Amount Now Due
100%	thru Schematic Design	15% x	\$11,891.82 =	\$1,783.77
100%	thru Design Development	20% x	\$11,891.82 =	\$2,378.36
100%	thru Construction Documents	40% x	\$11,891.82 =	\$4,756.73
100%	thru Bidding	5% x	\$11,891.82 =	\$594.59
25%	thru Construction	20% x	\$11,891.82 =	\$594.59
				<u>\$10,108.05</u>

Alternates Not Accepted (Invoiced thru Bidding)	4.8% x	\$89,956.00 =	<u>\$4,317.89</u>
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Total Amount Due	\$14,425.94
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Less Previously Invoiced	<u>(\$14,140.53)</u>
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<b>Total Due for this Invoice</b>	<b><u><u>\$285.40</u></u></b>
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*Please Pay this Amount*

Boynton Williams & Associates  
3637 West Main Street  
Norman, OK 73072

P 405.329.0423  
F 405.364.1439



March 23, 2021

Mr. Max Tanner, Superintendent  
Oologah-Talala Public Schools  
10700 S. Highway 169  
Oologah, OK 74053

RE: Pool MEP Improvements  
Invoice # T18048A-4R

Reimbursable Expenses

Shipping: \$24.92

**Total Due for this Invoice**  
*Please Pay this Amount*

**\$24.92**

**Boynton Williams & Associates**  
3637 West Main Street  
Norman, OK 73072

**P** 405.329.0423  
**F** 405.364.1439

[bwaarchitects.com](http://bwaarchitects.com)

ARCHITECTURE



PLANNING



INTERIORS

**PURCHASE ORDER  
 OOLOGAH-TALALA PUBLIC SCHOOLS  
 P.O. BOX 189  
 10700 S. 169 HWY  
 OOLOGAH, OK 74053**

**SHIP TO:** OOLOGAH-TALALA PUBLIC SCHOOLS  
 P.O. BOX 189  
 10700 S. 169 HWY  
 Oologah, OK 74053

**P.O. NO:** 2021-38-128  
**P.O. AMOUNT:** \$12,839.77  
**P.O. DATE:** April 6, 2021

**TO:** Curtis Equipment  
 6577 E 40th St  
 Tulsa, OK 74145

**Encumbered by:** \_\_\_\_\_

**Requested by:** Breanna Rogers

Description	Unit Price	Quantity	Ext. Price
2019 Combined General Purpose Bond			
Refrigerator MBF8005GR	\$2,154.00	1	\$2,154.00
Freezer MBF8002GR	\$2,751.00	1	\$2,751.00
Ice Maker YR450-AP-161	\$2,565.00	1	\$2,565.00
Storage Bev Ice CYR700P	\$1,031.00	1	\$1,031.00
Ice Adapter Kit CYR700P-A2	\$88.00	1	\$88.00
Dishwasher L-1X w/ heater	\$3,629.00	1	\$3,629.00
Low Chemical Alarm Kit	\$139.00	1	\$139.00
Feet	\$175.00	1	\$175.00
Freight	\$307.77	1	\$307.77
<b>TOTAL</b>			<b>\$12,839.77</b>

04/06/2021

**Project:**  
Oologah Schools-Cole

**From:**  
Curtis Restaurant Supply - Tulsa  
Kathy Rozell  
6577 E. 40th St.  
Tulsa, OK 74145-4516  
(918)622-7390  
(918)622-7390 2410 (Contact)

Job Reference Number: 5818

Thank you for the opportunity to provide you with this quote. Due to a variety of supply chain challenges and associated cost increases, pricing is subject to change. Given that, **this quote is only valid for 15 days.**

The supply chain challenges referenced above are creating longer than normal lead times and those can change quickly. Please make certain your sales consultant is aware of your target install date.

Item	Qty	Description	Sell	Sell Total
101	1 ea	<b>REACH-IN REFRIGERATOR</b> Atosa USA, Inc. Model No. MBF8005GR Atosa Refrigerator, reach-in, two-section, 51-7/10"W x 31-7/10"D x 81-3/10"H, top mount self-contained refrigeration, 43.2 cu. ft. (2) locking hinged solid doors, digital temperature control, 33° to 40°F temperature range, (6) adjustable shelves, interior LED lighting, automatic evaporation, air defrost, stainless steel interior & exterior, galvanized steel back, 4" casters, R290 Hydrocarbon refrigerant, 1/5 HP, 115v/60/1-ph, 3.2 amps, cord with NEMA 5-15P, cETLus, ETL-Sanitation, ENERGY STAR®	\$2,154.00	\$2,154.00
	1 ea	2 year labor & parts warranty, 5 years warranty on compressor		
102	1 ea	<b>REACH-IN FREEZER</b> Atosa USA, Inc. Model No. MBF8002GR Atosa Freezer, reach-in, two-section, 51-7/10"W x 31-7/10"D x 81-3/10"H, top mount self-contained refrigeration, 43.2 cu ft., (2) locking hinged solid doors, digital temperature control, -8° to 0°F temperature range, (6) adjustable shelves, interior LED lighting, automatic evaporation, electric defrost, stainless steel interior & exterior, galvanized steel back, 4" casters, R290 Hydrocarbon refrigerant, 3/4 HP, 115v/60/1-ph, 8.6 amps, cord with NEMA 5-15P, cETLus, ETL-Sanitation, ENERGY STAR®	\$2,751.00	\$2,751.00
	1 ea	2 year labor & parts warranty, 5 years warranty on compressor		
103	1 ea	<b>ICE MAKER, CUBE-STYLE</b> Atosa USA, Inc. Model No. YR450-AP-161 Ice Maker, cube-style, air-cooled, self-contained condenser, 30.2"W x 24.45"D x 21.77"H, production capacity up to 460-lb/24 hours, removable air filter, includes: 3M™ ICE120-S Water Filter System, stainless steel exterior, R290 Hydrocarbon refrigerant, 115v/60/1-ph, 9.6 amps, cETLus, ETL-Sanitation, NSF, ENERGY STAR® (drain required)	\$2,565.00	\$2,565.00

Initial: \_\_\_\_\_

Page 1 of 5

Item	Qty	Description	Sell	Sell Total
	1 ea	2 year labor & parts warranty, 5 years warranty on compressor (US ONLY)		
	1 ea	CYR700P Ice Bin, 48-1/4"W, 700 lb. storage capacity, top-hinged slanted black plastic door, 6" adjustable legs, includes: ice scoop & bin adapter, ETL, ETL-Sanitation	\$1,031.00	\$1,031.00
	1 ea	CYR700P-A2 Bin Adapter Kit, for use with YR450- AP-161 or YR800-AP-261 machines, on a CYR700P bin	\$88.00	\$88.00
105	1 ea	<b>DISHWASHER, UNDERCOUNTER</b> CMA Dishmachines Model No. L-1X W/HEATER Dishwasher, undercounter, 24"W x 23-1/2"D x 31"H, with sustainer heater, low temperature chemical sanitizing, (30) racks/hour, 12-1/8"H dish clearance, built-in chemical pumps & delimiting system, built-in primer switches & instant start, upper & lower stainless steel wash arms with reinforced end caps, pumped drain, pump purging system, built-in strainer for water inlet, door safety switch, electrical components housed in stainless steel drawer, stainless steel construction, 4" adjustable legs, includes (1) open & (1) peg rack, 1 HP wash pump, NSF, UL, cUL	\$3,629.00	\$3,629.00
	1 ea	115v/60/1-ph, 16.0 amps, standard		
	1 ea	Low Chemical Alarm Kit, 115v/60/1-ph	\$139.00	\$139.00
	1 pk	FEET 1-1/2" feet	\$175.00	\$175.00
			Merchandise	\$12,532.00
			Freight	\$307.77
			Installation	
			Total	\$12,839.77



**TO THE CUSTOMER:** Thank you for the opportunity to provide you with this quote. Please review the terms and conditions below so we can provide you with the best service possible.

**Pricing:** The pricing contained in this quote is good for 30 calendar days due to pricing instability

**Notice for Use Tax in States where Curtis Restaurant Supply does not collect**

**Sales Tax.** Curtis Restaurant Supply collects sales tax in TX, OK, KS, AR, MO, IL, CO, WA, WY and ID. This notice is for customers who take delivery of merchandise in other states.

- Curtis Restaurant Supply does not collect sales or use tax in other states.
- Purchases are subject to use tax in other states unless exempt from taxation in those other states.
- The purchase is not exempt merely because it is made over the internet or by catalog.
- Other states will require customers to report their purchases that were not taxed and pay use tax on those purchases. Customers should check their state's reporting requirements for tax forms to be used for this purpose.

**Payment:** Curtis Restaurant Supply retains ownership of the product quoted until it is paid for in full. As such, Curtis reserves the right to reclaim the product from the customer premise in the event the amounts due and owed are not remitted timely. This quote is presented to you with the understanding that the product and services listed will be paid for via cash or check. Due to the competitive nature of this quote, if you elect to pay via credit card, then a service charge of 3.0% of the charged amount will be assessed.

A down payment totaling 30% of the quote is due before any of the product will be ordered. 20% will be due when the product arrives at the Curtis Restaurant Supply warehouse with the remaining 50% due prior to delivery. Any deviation from this payment schedule requires approval of Curtis Restaurant Supply management in advance of product delivery.

Returned checks will be assessed \$30 fee. No deliveries will be made until the amount of the check, the total balance of the quote and the \$30 has been paid.

ALL PAST-DUE ACCOUNTS ARE SUBJECT TO A FINANCE CHARGE OF 1.5% PER MONTH, 18% PER ANNUM.

**Restocking Policy:** Custom made product can never be returned to Curtis Restaurant Supply. It is imperative that you and your salesperson closely review all drawings to insure that all facets of the requested product will meet your needs as well as space, electrical and plumbing available. Once the product is made to these specifications it is yours and cannot be returned.

Products that are special order inventory items for Curtis Restaurant Supply can only be returned if the manufacturer will allow a return. If the manufacturer will not allow Curtis Restaurant Supply to return the product then you cannot return the product to Curtis Restaurant Supply.

If the manufacturer will allow Curtis Restaurant Supply to return the product, then you can return the product to Curtis Restaurant Supply provided the product is unused, undamaged and in its original packaging. You will be charged a 30% restocking fee plus a freight charge to return the product to the manufacturer. You are responsible for the restocking fee and return freight once the product ships from the factory. Canceling your order prior to you receiving product does not waive your responsibility for restocking and freight charges if the cancellation occurs after the factory has shipped the product.

Products that are permanent stock inventory items for Curtis Restaurant Supply can be returned at no restock charge and no freight provide the product is unused, undamaged and in its original packaging.

**Customer Premise:** It is your responsibility to insure that the product(s) can be safely delivered to the location desired within the facility. If the product(s) are delivered by a

Curtis Restaurant Supply owned vehicle, then we will provide the labor and equipment to deliver the product and set it in place, but will not perform any facility modification to get the product inside and to the proper location. This means all doorways and hallways on the route must be large enough to safely allow the product through. If the product(s) are delivered via common carrier ( i.e. freight line, UPS, US Mail etc.) to the customer, then the customer is responsible for getting them off the truck, uncrating, inspecting for freight damage and properly documenting noted damage and getting the product in the building and set in place. Further, the parking lot and building entrance must be in a satisfactory condition to enable safe driving and access for the delivery vehicle.

If the delivery is scheduled by you and the driveway and entrance is not ready or the room receiving the equipment is not ready, then the delivery will not occur. Subsequent delivery of the equipment will be at an additional delivery charge.

Final connections, electrical and plumbing, are your responsibility. It is your responsibility to insure that there is adequate electrical power and the type of electrical power required to operate the equipment. It is your responsibility to specify the type of gas, natural or LP, at your location and that you have adequately sized lines to deliver the correct amount of gas for proper equipment operation.

**Sales Terms and Conditions:** Curtis Restaurant Supply (the "Seller"), makes no warranty of any kind, express or implied, and the Purchaser assumes all risk and liability in any way arising or related to the goods, their use, storage, or any other occurrence from the date hereof aside from any applicable express warranty made by the manufacturer thereof, who shall be solely responsible therefor. THE GOODS ARE HEREBY ACCEPTED IN AN "AS IS-WHERE IS" CONDITION, AND THE IMPLIED WARRANTIES OF MERCHANTABILITY AND IMPLIED WARRANTY OF FITNESS FOR PARTICULAR PURPOSE ARE HEREBY EXPRESSLY DISCLAIMED AND EXCLUDED.

The Seller neither assumes nor authorizes any person to assume for Seller any other liability in connection with the sale or use of the goods sold, and there are no oral agreements, representations or warranties collateral to or affecting this sale.

The Seller is the reseller, not the manufacturer, of the goods sold hereunder. The Seller will use commercially reasonable efforts to assign to the Purchaser any warranties made to the Seller by any vendor or supplier when permitted by the terms and conditions of such vendor's or supplier's agreement with the Seller.

The above price does not include any state, municipal, sales, excise, or use taxes unless noted. All such taxes now in effect, or which may hereinafter be imposed, shall be added to the purchase price, and shall be paid for by the Purchaser. It is understood that there are no conditions whatsoever, verbal or otherwise, except as herein written.

All delivery dates are approximate. Although the Seller will use all commercially reasonable efforts to deliver by the quoted delivery date, the Seller shall not be responsible for any delay in shipment due to strikes, fires, embargoes, failure of suppliers to make deliveries or other factors beyond the Seller's control. The Purchaser's order is subject to final approval by the Seller.

The Purchaser hereby grants to the Seller a purchase money security interest pursuant to the Uniform Commercial Code in and to the above-described goods to secure payment of the indebtedness hereby created, including any and all applicable taxes, accrued but unpaid interest or finance charges, repossession charges and costs of the enforcement hereof, and including the Seller's attorney fees and court costs. The Purchaser authorizes the Seller to file financing statements to perfect the Seller's security interest in the goods. Until the goods have been paid for, the Purchaser agrees not to remove the goods from their place of delivery, or sell mortgage or otherwise dispose of or encumber the goods as collateral without the express written consent of the Seller. The security interest hereby created extends, without limitation, to the proceeds of the collateral and any and all replacements, attachments, additions or substitutions thereto. In no event shall the Seller be liable for any special, incidental, exemplary or consequential damages, including, but not limited to, loss of profits, whether such claim is based upon breach of warranty, breach of contract, negligence, strict liability in tort or

any other legal theory, and regardless of whether the Seller has been advised of the possibility of such damage or loss. Notwithstanding any other provision to the contrary, the Seller's total cumulative liability, including liability for default, indemnity, or warranty, under any cause of action, whether in tort, contract or otherwise at law, shall not exceed the aggregate amount of the purchase price paid by the Purchaser for the affected goods.

The purchaser agrees to all of the terms as stated above and acceptance of them is shown through the signature below.

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

Printed Name: \_\_\_\_\_

Project Grand Total: \$12,839.77



**"WE MAKE THE KITCHEN BETTER!"**  
 Toll Free: 855-855-0399 Email: [info@atosausa.com](mailto:info@atosausa.com)  
[www.atosa.com](http://www.atosa.com) | [www.atosausa.com](http://www.atosausa.com)  
 California, Colorado, Florida, Georgia, Illinois,  
 Massachusetts, New Jersey, Ohio, Texas, Washington

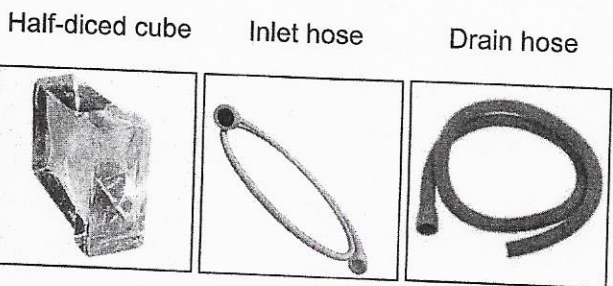
# 450 lb. Ice Machine

## Standard Features

- Up to 460 lb. production ice machine (per 24 hrs)
- Durable stainless steel exterior
- Air cooled condenser
- Requires use of a drain
- ETL Listed and ETL Sanitation Listed
- Removable air filter
- Power switch accessible without panel removal
- Optional Ice Bin #CYR400P & #CYR700P available for purchase
- Ice machine includes a 3M water filter system Model #ICE120-S

All Atosa Ice machines should have the included 3M water filter system & cartridge installed. Recommended 3M cartridge replacement is recommended every 6 months. *(may vary based on water quality)*

**Maintenance and cleaning are not covered under warranty**

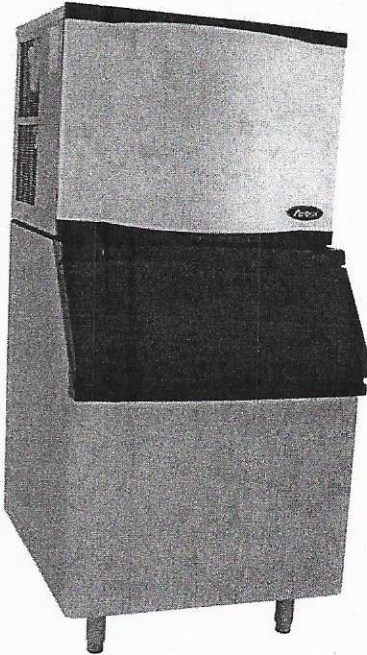


Dimension(inch)  
3/8×7/8×7/8

1. Don't forget to leave the unit some room to breathe!
2. Please clean the condenser frequently to give the unit more fresh air.

**MODELS:**  
YR450-AP-161

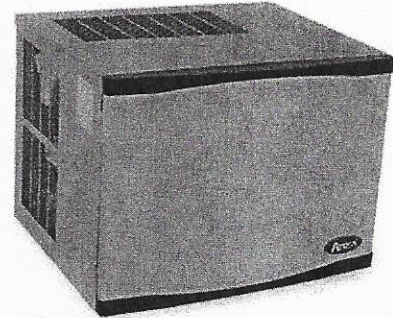
**\*Shown with optional bin  
CYR400P**



Optional bin #CYR400P



Modular model YR450-AP-161



2 YEAR PARTS AND LABOR WARRANTY (US ONLY)  
5 YEAR COMPRESSOR PART WARRANTY (US ONLY)



\*For confirmation and updates on the latest energy star models, please visit [energystar.gov](http://energystar.gov)\*



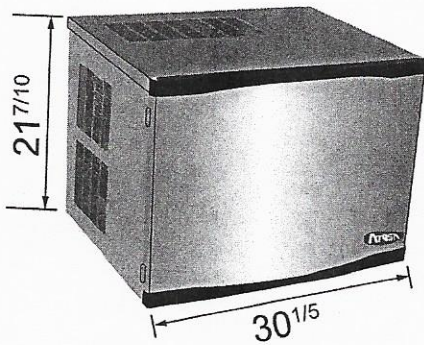
**"WE MAKE THE KITCHEN BETTER!"**  
 Toll Free: 855-855-0399 Email: info@atosausa.com  
 www.atosa.com | www.atosausa.com  
 California, Colorado, Florida, Georgia, Illinois,  
 Massachusetts, New Jersey, Ohio, Texas, Washington

## SPECIFICATIONS

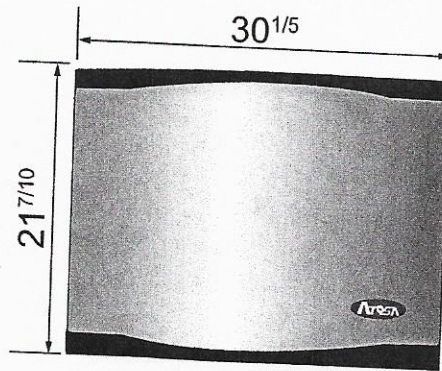
Model	Type	Refrigerant	Voltage (V/Hz/Ph)	Amps(A)	Watts(W)	kWh/100 lbs Ice	Ice-Making Capacity (lbs/hr)	Leg (inch)	Exterior Dimensions (inch)	Gross Weight (lbs)
YR450-AP-161	Cube ice	R290	115/60/1	9.6	965	5.04	460/24	6	30 <sup>1/5</sup> ×24 <sup>9/20</sup> ×21 <sup>7/10</sup>	158

## PLAN VIEW

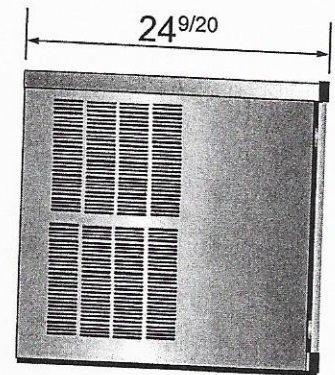
YR450-AP-161 Front View



YR450-AP-161 Ice Machine

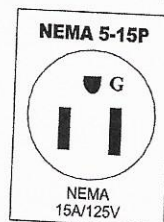


YR450-AP-161 Side View



## Ice machine comparison

Models	Type	Refrigerant	Voltage (V/Hz/Ph)	Amps(A)	Watts(W)	kWh/100 lbs Ice	Ice-Making Capacity (lbs/hr)	Leg (inch)	Exterior Dimensions (inch)	Gross Weight (lbs)
YR140-AP-161	Cube ice	R290	115/60/1	3.1	363	6.13	142/24	6	23 <sup>1/2</sup> ×28 <sup>1/2</sup> ×38 <sup>3/5</sup>	176
YR280-AP-161	Cube ice	R290	115/60/1	7.2	704	5.97	283/24	6	23 <sup>1/2</sup> ×28 <sup>1/2</sup> ×38 <sup>3/5</sup>	187
YR800-AP-261	Cube ice	R-404a	220/60/1	7.5	1750	5.18	810/24	6	30 <sup>1/5</sup> ×24 <sup>9/20</sup> ×31 <sup>7/10</sup>	231

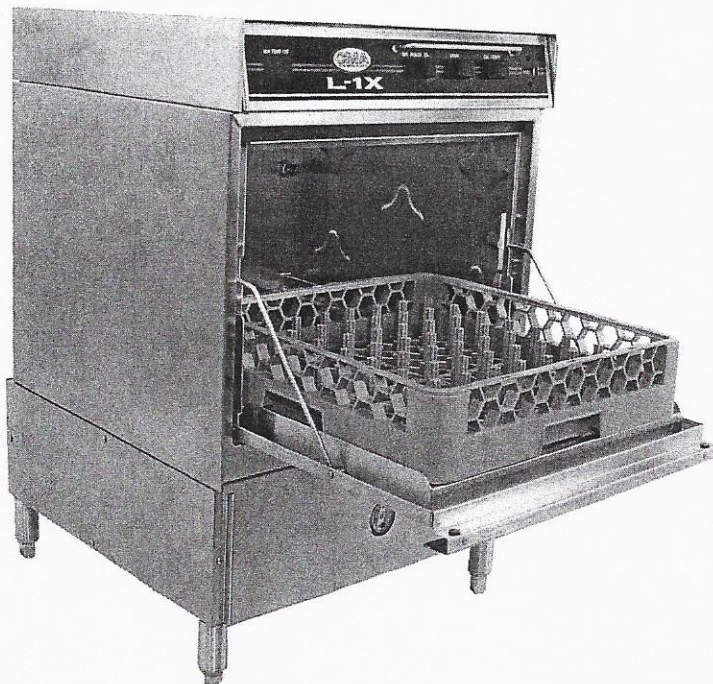




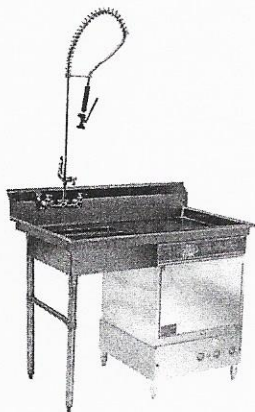
# LOW TEMPERATURE UNDERCOUNTER GLASSWASHER

## L-1X

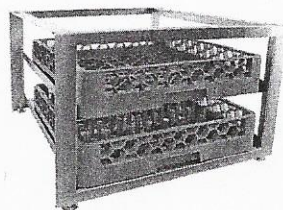
Chemical Sanitizing Undercounter Glasswasher



CMA MODEL:L-1X



48" Undercounter dishtable with Pre-Rinse



Universal Pedestal



Low Chemical Alarm

### FEATURES

- 30 racks / 120 covers per hour.
- Economical to operate. Uses only 1.7 gallons of water per cycle.
- All stainless steel construction assures long life and years of trouble free operation.
- 12-1/8" door opening.
- Unique spray arm system features upper and lower stainless steel wash arms with reinforced end caps.
- Built-in chemical pumps and deliming system assures proper chemical usage.
- Convenient to service "Work-in-a-drawer". All electrical components are attached to a sliding drawer for easy access and service.
- Standard pump to draining or uphill stand pipe to drain.
- Pump purging system improves results by eliminating soil and chemical carryover during rinse cycle.
- Stainless steel pump impeller. Offers extended life and service.
- Built-in strainer in water inlet system to prevent water valve from clogging.
- Two dishracks included.
- Built-in primer switches.
- Built-in instant start.
- Door safety switch makes operation safe.
- 4" Stainless Steel Legs

### AVAILABLE OPTIONS

- The "TEMP-SURE" requires a separate 240v 3 phase 40 amp power supply
- 6" Stainless Steel Legs
- Drain Board
- Alternative electrical available for export

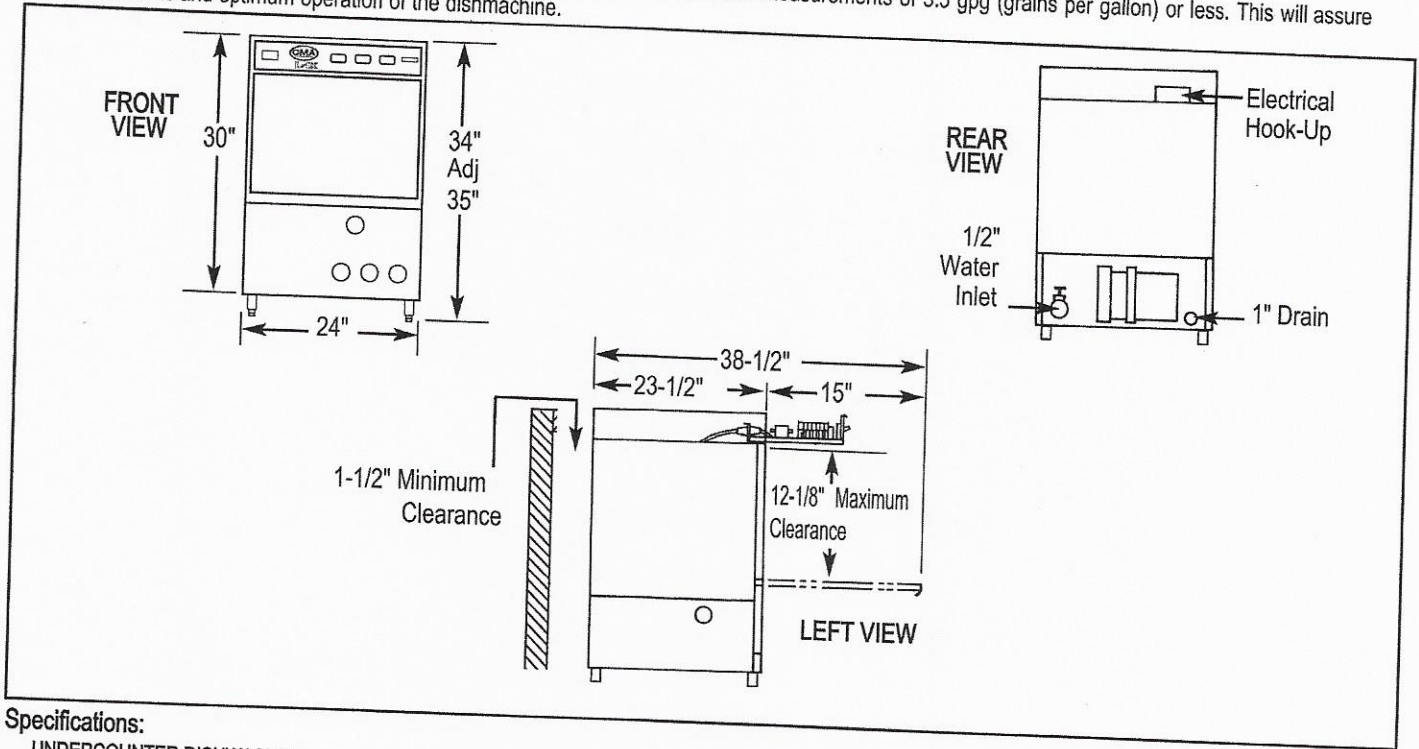




**L-1X**  
**Chemical Sanitizing Undercounter Dishwasher**

**WARNINGS:**

- Plumbing connections must be made by a qualified service company who will comply with all available Federal, State, and Local Health, Plumbing and Safety codes.
- CMA recommends utilizing a water softening system to maintain water hardness measurements of 3.5 gpg (grains per gallon) or less. This will assure maximum results and optimum operation of the dishmachine.



**Specifications:**

UNDERCOUNTER DISHWASHER	L-1X	METRIC		USA	METRIC
OPERATING CAPACITY RACKS PER HOUR (NSF RATED)	30	30	WASH PUMP MOTORS HP	1	1
OPERATING CYCLE			DIMENSIONS		
WASH TIME-SEC	58	58	DEPTH	23-1/2"	(59cm)
RINSE TIME-SEC	32	32	WIDTH	24"	(61cm)
DWELL/PURGE-SEC	30	30	HEIGHT	30"-31"	(76.2-78.2 cm)
TOTAL CYCLE TIME	120	120	MAXIMUM CLEARANCE HEIGHT FOR DISHES	12-1/8"	(31cm)
WASH TANK CAPACITY	1.7 GAL.	(6.49 L)	STANDARD DISHRACK	1	1
WASH PUMP CAPACITY	35 GPM	(132.5 LPM)	DIMENSIONS	20" x 20"	(50.8 x 50.8cm)
OPERATING TEMPERATURE REQUIRED	120°F	(49°C)	ELECTRICAL RATING	VOLTS	AMPS
RECOMMENDED	140°F	(60°C)		115	16
WATER CONSUMPTION PER RACK	1.7 GAL.	(6.44 L)	APPROXIMATE SHIPPING WEIGHT	172#	(78kg)
PER HOUR	51 GAL.	(193 L)	SHIPPING DIMENSIONS	PALLET & BOX @ 29" X 28" X 38"	
WATER INLET	1/2"	(1.27 cm)			
DRAIN	1"	(2.54 cm)			

**Summary Specifications:** Model L-1X CMA Energy Miser low temperature undercounter chemical sanitizing commercial dishwashers meets NSF, UL and CUL sanitation and construction standards WITHOUT the use of BOOSTER or TANK HEATERS. The model L-1X is constructed entirely of stainless steel. Each unit automatically washes, rinses and sanitizes food service utensils in standard 19-3/4"X19-3/4" racks. Units comes standard with upper and lower stainless steel wash arms. The L-1X incorporates a pump purging system that improves results by eliminating soil and chemical carryover during rinse cycle.

**Advisory:** CMA does NOT endorse "Tankless On-Demand" water heaters for use on CMA Dishmachine products. CMA DOES endorse, and highly recommends, the standard "tank" style water heaters, sized properly to handle each particular facility with its water heating requirements.

CMA Dishmachines 12700 Knott Street Garden Grove, CA 92841 • 800-854-6417 • 714-898-8781 • Fax: 714-895-2141 • www.cmadishmachines.com

CMA reserves the right to modify specifications or discontinue models without prior notification.



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an Ali Group Company



The Spirit of Excellence

**PURCHASE ORDER  
 OOLOGAH-TALALA PUBLIC SCHOOLS  
 P.O. BOX 189  
 10700 S. 169 HWY  
 OOLOGAH, OK 74053**

**SHIP TO:** OOLOGAH-TALALA PUBLIC SCHOOLS  
 P.O. BOX 189  
 10700 S. 169 HWY  
 Oologah, OK 74053

**P.O. NO:** 2021-38-129  
**P.O. AMOUNT:** \$25,390.65  
**P.O. DATE:** April 12, 2021

**TO:** Forrest Shoemaker Air Conditioning, Inc.  
 1623 N 71st East Ave  
 Tulsa, OK 74115

**Encumbered by:** \_\_\_\_\_

**Requested by:** Breanna Rogers

Description	Unit Price	Quantity	Ext. Price
2019 Combined General Purpose Bond			
Pool MEP Improvements Pay Application #2	\$25,390.65	1	\$25,390.65
<b>TOTAL</b>			<b>\$25,390.65</b>

# APPLICATION AND CERTIFICATE FOR PAYMENT

DOCUMENT G702

PAGE 1 OF 3 PAGES

TO (Owner):  
 Oologah-Talala Public Schools  
 10700 S Highway 169  
 Oologah, OK 74053  
 ATTENTION:

PROJECT:  
 Pool MEP Improvements

CONTRACT FOR:  
 Mechanical and Electrical

## CONTRACTOR'S APPLICATION FOR PAYMENT

APPLICATION NO: 2  
 PERIOD FROM: 3/1/2021  
 TO: 3/22/2021  
 PROJECT NO: BWA 118048A  
 CONTRACT DATE: 10-Nov-20

Distribution to:

- OWNER
- ARCHITECT
- CONTRACTOR

Application is made for Payment, as shown below, in connection with the Contract.  
**Continuation Sheet, Document G703, is attached.**

The present status of the account for this Contract is as follows:

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by Owner	ADDITIONS	DEDUCTIONS
TOTAL		
Approved this Month		
Number	Date	
TOTALS		
Net change by Change Orders	\$	0

**ORIGINAL CONTRACT SUM** \$ 223,197.00

Net change by Change Orders \$ 0.00

**CONTRACT SUM TO DATE** \$ 223,197.00

**TOTAL COMPLETED & STORED TO DATE** \$ 56,537.00  
 (Column G on G703)

**RETAINAGE** \$ 2,826.85  
 5%  
 (or total in Column I on G703)

**TOTAL EARNED LESS RETAINAGE** \$ 53,710.15

**LESS PREVIOUS CERTIFICATED FOR PAYMENT** \$ 28,319.50

**CURRENT PAYMENT DUE** \$ 25,390.65



State of Oklahoma, County of Tulsa, to before me this 19 day of March 2021  
 Subscribed and sworn to before me this 19 day of March 2021  
 Notary Public Norma Cliffe

My Commission expires: 3-5-2023

AMOUNT CERTIFIED \$ 25,390.65

ARCHITECT: (Attach explanation if amount certified differs from the amount applied for)

By: [Signature] Date: 3/19/2021

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies the Owner that the Work has progressed to the point indicated; that the best of the knowledge, information and belief, the quality of the Work is in accordance with the Contract Documents; and that the Contractor is entitled to payment of the AMOUNT CERTIFIED *Approved*

CONTRACTOR: **FORREST SHOEMAKER AC Inc dba Shoemaker Mechanical**  
 1623 N 71 E Ave Tulsa OK 74115

By: [Signature] Date: 3/19/2021

The undersigned Contractor certifies that to the best of his knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.



**Boynton Williams & Associates**  
 2651 East 21st Street | Suite 510  
 Tulsa, OK 74114  
 P 918.491.2208  
 F 918.491.2209

bwaarchitects.com

**TRANSMITTAL**  
 Via: UPS

**TO:** Max Tanner, Supt.  
**COMPANY:** Oologah-Talala Public Schools  
**FROM:** Sara McGuire  
**DATE:** 3/25/21  
**PROJECT NUMBER:** T18048A  
**PROJECT NAME:** Oologah-Talala Pool MEP Improvements  
**RE:** Payment Application #2

No. Copies	Sheet No.	Dated	Description
1		3/22/21	Payment Application #2p

Remarks: For your records. Please remit payment to Forrest Shoemaker Air Conditioning, Inc.

Thanks,

**Sara McGuire**  
 BWA Tulsa Office

cc: Rick Shoemaker, Forrest Shoemaker Air Conditioning (via UPS)  
 File

CONTINUATION SHEET

DOCUMENT G703

Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 2  
 APPLICATION DATE: 3/19/2021  
 PERIOD FROM: 3/1/2021  
 TO: 3/22/2021  
 PROJECT NO.: BWA T18048A

A	B	C	D		E		F	G		H	I
			Previous Applications	Work in Place	Work in Place	Stored Materials (not in D or E)		TOTAL COMPLETED AND STORED TO DATE (D-E-F)	% (G-C)		
1	00 6100 Bonds	1,950	1,950					1,950	100%	0	
2	00 7213 General Conditions										
3	Superintendence	1,500		400				400	27%	1,100	
4	Quality Control	500		25				125	25%	375	
5	Mobilization	4,169		2,669				4,169	100%	0	
6	Permits & Fees	500		500				500	100%	0	
7	Misc. GC Expenses	800						0	0%	800	
8	00 7316 Insurance	4,450		1,100				2,100	47%	2,350	
	Division 1	0						0	0%	0	
9	01 2100 Allowance	25,000						0	0%	25,000	
10	01 3100 Project Management	4,200		400				1,150	27%	3,050	
11	01 3300 Submittals	3,400	3400					3,400	100%	0	
12	01 5000 Temp Facilities & Controls	2,000						0	0%	2,000	
13	01 7300										
14	Cleaning	1,000						0	0%	1,000	
15	Owner Instruction	800						0	0%	800	
16	01 7700 Close Out	800						0	0%	800	
		51,069	9,200	4,594	0			13,794	27%	37,275	

**PURCHASE ORDER  
 OOLOGAH-TALALA PUBLIC SCHOOLS  
 P.O. BOX 189  
 10700 S. 169 HWY  
 OOLOGAH, OK 74053**

**SHIP TO:** OOLOGAH-TALALA PUBLIC SCHOOLS  
 P.O. BOX 189  
 10700 S. 169 HWY  
 Oologah, OK 74053

**P.O. NO:** 2021-38-130  
**P.O. AMOUNT:** \$3,907.00  
**P.O. DATE:** April 12, 2021

**TO:** InkWell Print Design  
 1 W 41st St.  
 Sand Springs, OK 74063

**Encumbered by:** \_\_\_\_\_

**Requested by:** Breanna Rogers

Description	Unit Price	Quantity	Ext. Price
2019 Combined General Purpose Bond			
Full Button pinstrip jersey - black/royal	\$35.00	23	\$805.00
Pinstripe Matching knicker pants - black/royal	\$39.00	29	\$1,131.00
Full buttom cream jersey	\$35.00	24	\$840.00
Cream matching knicker pants	\$39.00	29	\$1,131.00
<b>TOTAL</b>			<b>\$3,907.00</b>

**INKWELL Printing**  
 1 W. 41st St.  
 Ste A  
 Sand Springs, OK 74063  
 (918) 508-3634  
 kerri@inkwellnation.com  
 www.inkwellnation.com



# INVOICE

**BILL TO**

Brady DeSpain  
 Oologah Public Schools  
 Jason Brown-Baseball

**SHIP TO**

Brady DeSpain  
 Oologah Public Schools  
 10700 S Highway 169  
 Oologah, OK 74053  
 United States

**INVOICE #** 6181

**DATE** 03/02/2021

**DUE DATE** 03/12/2021

**TERMS** Net 10

**SALES REP**

Buddy

ACTIVITY	QTY	RATE	AMOUNT
<b>Sublimated</b> Custom designed by Inkwell; Full button Pin Stripe Jerseys - 23 each; Black/Royal	23	35.00	805.00T
<b>Sublimated</b> Pin Stripe matching baseball knicker pants - 29 each; Black/Royal	29	39.00	1,131.00T
<b>Sublimated</b> Custom designed by Inkwell; Full button Cream Jerseys - 24 each	24	35.00	840.00T
<b>Sublimated</b> Cream matching baseball knicker pants - 29 each	29	39.00	1,131.00T

Please take a moment and rate us on Google,  
<http://g.page/InkwellNation/review>, or Facebook!

We look forward to doing business with you again.

SUBTOTAL	3,907.00
TAX (0%)	0.00
TOTAL	3,907.00
<b>BALANCE DUE</b>	<b>\$3,907.00</b>

**PURCHASE ORDER**  
**OOLOGAH-TALALA PUBLIC SCHOOLS**  
**P.O. BOX 189**  
**10700 S. 169 HWY**  
**OOLOGAH, OK 74053**

**SHIP TO:** OOLOGAH-TALALA PUBLIC SCHOOLS  
P.O. BOX 189  
10700 S. 169 HWY  
Oologah, OK 74053

**P.O. NO:** 2021-38-131

**P.O. AMOUNT:** \$22,960.00

**P.O. DATE:** April 12, 2021

**TO:** CDW-G  
75 Remittance Dr., Suite 1515  
Chicago, IL 60675-1515

**Encumbered by:** \_\_\_\_\_

**Requested by:** Breanna Rogers

Description	Unit Price	Quantity	Ext. Price
Dell CTO PE R740 PS Servers	\$8,650.00	2	\$17,300.00
Dell CTO PE R740 PS Servers	\$5,660.00	1	\$5,660.00

**TOTAL** **\$22,960.00**

# QUOTE CONFIRMATION



**DEAR CRAIG CHANCE,**

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LXVB044	3/1/2021	DELL CTO SERVERS	7028260	\$22,960.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
DELL CTO PE R740 2X4215R 384GB PS Mfg. Part#: 3000077556091 Contract: USETPA Networking Equipment & End User Devices (0120001)	2	6410770	\$8,650.00	\$17,300.00
DELL CTO PE R740 2X4215R 96GB PS Mfg. Part#: 3000077556092 Contract: USETPA Networking Equipment & End User Devices (0120001)	1	6410774	\$5,660.00	\$5,660.00

PURCHASER BILLING INFO									
<b>Billing Address:</b> OOLOGAH-TALALA SCHOOL DISTRICT ACCOUNTS PAYABLE PO BOX 189 OOLOGAH, OK 74053-0189 Phone: (918) 443-6079 Payment Terms: NET 30 Days-Govt/Ed	<table border="1"> <tr> <td><b>SUBTOTAL</b></td> <td>\$22,960.00</td> </tr> <tr> <td><b>SHIPPING</b></td> <td>\$0.00</td> </tr> <tr> <td><b>SALES TAX</b></td> <td>\$0.00</td> </tr> <tr> <td><b>GRAND TOTAL</b></td> <td>\$22,960.00</td> </tr> </table>	<b>SUBTOTAL</b>	\$22,960.00	<b>SHIPPING</b>	\$0.00	<b>SALES TAX</b>	\$0.00	<b>GRAND TOTAL</b>	\$22,960.00
<b>SUBTOTAL</b>	\$22,960.00								
<b>SHIPPING</b>	\$0.00								
<b>SALES TAX</b>	\$0.00								
<b>GRAND TOTAL</b>	\$22,960.00								
<b>DELIVER TO</b> <b>Shipping Address:</b> OOLOGAH-TALALA PUBLIC SCHOOLS 050 ADMINISTRATION BUILDING 10700 S HIGHWAY 169 PO BOX 189 OOLOGAH, OK 74053-3346 <b>Shipping Method:</b> DROP SHIP-GROUND	<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515								

Need Assistance? CDW•G SALES CONTACT INFORMATION



Daisy Arroyo

(866) 579-6341

daisarr@cdwg.com

## LEASE OPTIONS

FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$22,960.00	\$628.87/Month	\$22,960.00	\$722.78/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.

# QUOTE CONFIRMATION



DEAR MICHAEL MURRAY,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MBBL662	3/29/2021	DELL CTO SERVERS	7028260	\$22,960.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>DELL CTO PE R740 2X4215R 384GB PS</u> Mfg. Part#: 3000077556091 Contract: USETPA Networking Equipment & End User Devices (0120001)	2	6410770	\$8,650.00	\$17,300.00
<u>DELL CTO PE R740 2X4215R 96GB PS</u> Mfg. Part#: 3000077556092 Contract: USETPA Networking Equipment & End User Devices (0120001)	1	6410774	\$5,660.00	\$5,660.00

PURCHASER BILLING INFO									
<b>Billing Address:</b> OOLOGAH-TALALA SCHOOL DISTRICT ACCOUNTS PAYABLE PO BOX 189 OOLOGAH, OK 74053-0189 Phone: (918) 443-6079 Payment Terms: NET 30 Days-Govt/Ed	<table border="1"> <tr> <td><b>SUBTOTAL</b></td> <td>\$22,960.00</td> </tr> <tr> <td><b>SHIPPING</b></td> <td>\$0.00</td> </tr> <tr> <td><b>SALES TAX</b></td> <td>\$0.00</td> </tr> <tr> <td><b>GRAND TOTAL</b></td> <td>\$22,960.00</td> </tr> </table>	<b>SUBTOTAL</b>	\$22,960.00	<b>SHIPPING</b>	\$0.00	<b>SALES TAX</b>	\$0.00	<b>GRAND TOTAL</b>	\$22,960.00
<b>SUBTOTAL</b>	\$22,960.00								
<b>SHIPPING</b>	\$0.00								
<b>SALES TAX</b>	\$0.00								
<b>GRAND TOTAL</b>	\$22,960.00								
<b>DELIVER TO</b> <b>Shipping Address:</b> OOLOGAH-TALALA PUBLIC SCHOOLS 050 ADMINISTRATION BUILDING 10700 S HIGHWAY 169 PO BOX 189 OOLOGAH, OK 74053-3346 Shipping Method: DROP SHIP-GROUND	<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515								

Need Assistance? CDW•G SALES CONTACT INFORMATION

	Daisy Arroyo	(866) 579-6341	daisarr@cdwg.com
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LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$22,960.00	\$628.87/Month	\$22,960.00	\$722.78/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.

- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager

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**PURCHASE ORDER  
OOLOGAH-TALALA PUBLIC SCHOOLS  
P.O. BOX 189  
10700 S. 169 HWY  
OOLOGAH, OK 74053**

**SHIP TO:** OOLOGAH-TALALA PUBLIC SCHOOLS  
P.O. BOX 189  
10700 S. 169 HWY  
Oologah, OK 74053

**P.O. NO:** 2021-38-132  
**P.O. AMOUNT:** \$47,200.00  
**P.O. DATE:** April 12, 2021

**TO:** CDW-G  
75 Remittance Dr., Suite 1515  
Chicago, IL 60675-1515

**Encumbered by:** \_\_\_\_\_

**Requested by:** Breanna Rogers

Description	Unit Price	Quantity	Ext. Price
Dell CTO 3100 N4020 32/4 CHR	\$418.50	100	\$41,850.00
Dell CTO Active EMR Pen	\$20.50	100	\$2,050.00
Google Chrome Education Upgrade	\$33.00	100	\$3,300.00
<b>TOTAL</b>			<b>\$47,200.00</b>

# QUOTE CONFIRMATION



DEAR MICHAEL MURRAY,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MBBL752	3/29/2021	DELL 3100, WFC, EMR W/ 4 ADP	7028260	\$47,200.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>DELL CTO 3100 N4020 32/4 CHR</u> Mfg. Part#: 3000079697608 Contract: USETPA Networking Equipment & End User Devices (0120001)	100	6447861	\$418.50	\$41,850.00
<u>DELL CTO ACTIVE EMR PEN</u> Mfg. Part#: 3000079697311 Contract: USETPA Networking Equipment & End User Devices (0120001)	100	6447864	\$20.50	\$2,050.00
<u>Google Chrome Education Upgrade</u> Mfg. Part#: CROS-SW-DIS-EDU-NEW Electronic distribution - NO MEDIA Contract: USETPA Networking Equipment & End User Devices (0120001)	100	5988499	\$33.00	\$3,300.00

PURCHASER BILLING INFO		SUBTOTAL	
<b>Billing Address:</b> OOLOGAH-TALALA SCHOOL DISTRICT ACCOUNTS PAYABLE PO BOX 189 OOLOGAH, OK 74053-0189 Phone: (918) 443-6079 Payment Terms: NET 30 Days-Govt/Ed			\$47,200.00
		<b>SHIPPING</b>	\$0.00
		<b>SALES TAX</b>	\$0.00
		<b>GRAND TOTAL</b>	\$47,200.00
<b>DELIVER TO</b> <b>Shipping Address:</b> OOLOGAH-TALALA PUBLIC SCHOOLS 050 ADMINISTRATION BUILDING 10700 S HIGHWAY 169 PO BOX 189 OOLOGAH, OK 74053-3346 <b>Shipping Method:</b> DROP SHIP-GROUND	<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		

Need Assistance? CDW•G SALES CONTACT INFORMATION			
	Daisy Arroyo	(866) 579-6341	daisarr@cdwg.com

LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$47,200.00	\$1,276.76/Month	\$47,200.00	\$1,471.22/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

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- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
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**PURCHASE ORDER  
OOLOGAH-TALALA PUBLIC SCHOOLS  
P.O. BOX 189  
10700 S. 169 HWY  
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**SHIP TO:** OOLOGAH-TALALA PUBLIC SCHOOLS  
P.O. BOX 189  
10700 S. 169 HWY  
Oologah, OK 74053

**P.O. NO:** 2021-38-133  
**P.O. AMOUNT:** \$99,033.51  
**P.O. DATE:** April 12, 2021

**TO:** Stout Construction, Inc.  
PO Box 1168  
Owasso, OK 74055

**Encumbered by:** \_\_\_\_\_

**Requested by:** Breanna Rogers

Description	Unit Price	Quantity	Ext. Price
2019 Combined General Purpose Bond			
Application #11 Project 19009	\$99,033.51	1	\$99,033.51
<b>TOTAL</b>			\$99,033.51

**G702 APPLICATION and CERTIFICATE for PAYMENT**

To: Oologah Public Schools  
 PO Box 189  
 Oologah, OK 74053

Project: Oologah Public Schools  
 PO Box 189  
 10700 S 169 Hwy  
 Oologah, OK 74053

From: Stout Construction, Inc  
 PO Box 1168  
 Owasso, OK 74055

Contract For: Oologah Public Schools

Via Architect: Boynton Williams

Application No: 11  
 App. Date: March 23, 2021  
 Period to:  OWNER  
 CONSTRUCTION MGR.  
 ARCHITECT  
 CONTRACTOR  
 OTHER

Project No: T-18048  
 Contract Date: March 6, 2019

Distribution to:

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract.  
 Continuation Sheet, G703, is attached.

1. ORIGINAL CONTRACT SUM 3,503,265.48
2. Net Change By Change Orders 0.00
3. CONTRACT SUM TO DATE 3,503,265.48
4. TOTAL COMPLETED AND STORED TO DATE 3,427,814.89
5. RETAINAGE:
  - a. of Completed Work 171,390.78
  - b. of Stored Material 0.00

6. TOTAL EARNED LESS RETAINAGE 171,390.78
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT 3,256,424.11
8. CURRENT PAYMENT DUE 3,157,390.60
9. BALANCE TO FINISH, INCLUDING RETAINAGE 99,033.51

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approval this Month	0.00	0.00
<b>TOTALS</b>	<b>0.00</b>	<b>0.00</b>
NET CHANGES by Change Order	0.00	0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Stout Construction, Inc Date: 3/24/21  
 By: Jon Humphrey, President  
 State of: Oklahoma County of: Rogers

Subscribed and sworn before me this 24th day of March 2021

Jon Humphrey, President, personally appeared before me, the undersigned notary public and provided satisfactory evidence of identification to be the person who signed this document in my presence and swore or affirmed to me that the contents of this document are truthful and accurate to the best of his/her knowledge and belief.

Notary Public: [Signature] My Commission expires 08/07/2022



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated on the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED Approved

AMOUNT CERTIFIED Approved 99,033.51

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified Approved)

ARCHITECT: [Signature] Date: 4 April 21

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET G703

PROJECT: Oologah Public Schools

Stout Construction, Inc

Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Application No: 11

App. Date: March 23, 2021

Period to:

Project No: T18048

Use Column I on Contracts where variable retainage for line items may apply.

A Item #	B Description of Work	C Schedule of Values	D Work Completed		E This Period	F Materials Stored & Used Prior + Current	G Total Completed and Stored To Date		H Balance to Finish	I Retainage
			From Previous Application(s)	Period			Total Completed	%		
1	General Conditions	250,000.00	237,500.00	10,000.00			247,500.00	99.00	2,500.00	12,375.00
2	Earthwork	14,250.00	10,050.00	2,100.00			12,150.00	85.26	2,100.00	607.50
3	Storm Drain	14,425.00	14,425.00	0.00			14,425.00	100.00	0.00	721.25
4	Sod	5,000.00	0.00	0.00			0.00	0.00	5,000.00	0.00
5	Fencing	3,665.00	0.00	0.00			0.00	0.00	3,665.00	0.00
6	Concrete	41,920.00	26,018.00	13,806.00			39,824.00	95.00	2,096.00	1,991.20
7	Masonry	44,900.00	40,410.00	4,490.00			44,900.00	100.00	0.00	2,245.00
8	Structural Steel	1,000.00	1,000.00	0.00			1,000.00	100.00	0.00	50.00
9	Glass Storefront	215,000.00	209,683.00	5,317.00			215,000.00	100.00	0.00	10,750.00
10	Roofing	645,000.00	645,000.00	0.00			645,000.00	100.00	0.00	32,250.00
11	Joint Sealants	4,000.00	0.00	0.00			0.00	0.00	4,000.00	0.00
12	Millwork	44,153.00	44,153.00	0.00			44,153.00	100.00	0.00	2,207.65
13	Hollow Metal	2,000.00	2,000.00	0.00			2,000.00	100.00	0.00	100.00
14	Colling Doors	12,750.00	12,750.00	0.00			12,750.00	100.00	0.00	637.50
15	Hardware	22,347.00	22,347.00	0.00			22,347.00	100.00	0.00	1,117.35
16	Hardware & Acc Install	5,000.00	0.00	0.00			0.00	0.00	5,000.00	0.00
17	Drywall	7,364.00	5,514.97	1,849.03			7,364.00	100.00	0.00	368.20
18	Painting	218,162.00	213,207.70	0.00			213,207.70	97.73	4,954.30	10,660.39
19	Flooring	579,155.00	579,155.00	0.00			579,155.00	100.00	0.00	28,957.75
20	Restorative Tile	20,044.50	12,835.65	7,208.85			20,044.50	100.00	0.00	1,002.23
21	Resinous Flooring	10,096.00	10,096.00	0.00			10,096.00	100.00	0.00	504.80

PAGE 1 TOTAL:

2,160,231.50	2,086,145.32	44,770.88	2,130,916.20	98.64	29,315.30	106,545.82
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A=Line Item Number      B=Brief Item Description      C=Total Value of Item      D=Total of D and E From Previous Application(s) (If Any)      E=Total Work Completed For This Application  
 F=Materials Purchased and Stored for Project      G=Total of All Work Completed and Materials Stored for Project      H=Remaining Balance of Amount to Finish      I=Amount Withheld from G  
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**Oologah-Talala Public Schools****Revenue/Expenditure Summary****Options:** Fund: 61, Date Range: 3/1/2021 - 3/31/2021

	<b>Begin Balance</b>	<b>Receipts</b>	<b>Adjusting Entries</b>	<b>Payments</b>	<b>Cash End Balance</b>	<b>Unpaid POs</b>	<b>End Balance</b>
819 ATHLETICS	\$76,362.63	\$19,976.10	\$0.00	\$14,789.77	\$81,548.96	\$28,609.11	\$52,939.85
820 SPORTS CAMPS	\$32.39	\$0.00	\$0.00	\$0.00	\$32.39	\$0.00	\$32.39
823 GOLF TOURNAMENT	\$3,540.00	\$0.00	\$0.00	\$0.00	\$3,540.00	\$0.00	\$3,540.00
901 LOWER ELEMENTARY MISC	\$32,026.09	\$3,948.13	\$0.00	\$1,177.18	\$34,797.04	\$12,667.67	\$22,129.37
902 LOWER ELEM ADULT POP	\$1,041.43	\$0.00	\$9.50	\$0.00	\$1,050.93	\$340.92	\$710.01
903 LOWER ELEMENTARY LIBRARY	\$2,434.77	\$0.00	\$0.00	\$0.00	\$2,434.77	\$285.61	\$2,149.16
906 UPPER ELEMENTARY MISC	\$21,980.58	\$13,754.89	\$0.00	\$5,548.50	\$30,186.97	\$12,150.12	\$18,036.85
907 UPPER ELEM ADULT POP	\$1,933.17	\$0.00	\$92.75	\$0.00	\$2,025.92	\$0.00	\$2,025.92
909 LIFE SKILLS CLASS	\$14,885.53	\$395.50	\$0.00	\$789.08	\$14,491.95	\$1,278.16	\$13,213.79
911 MIDDLE SCHOOL MISC	\$8,690.21	\$2,427.39	\$297.74	\$776.58	\$10,638.76	\$2,643.70	\$7,995.06
913 MIDDLE SCHOOL LIBRARY	\$507.04	\$0.00	\$0.00	\$0.00	\$507.04	\$0.00	\$507.04
915 MIDDLE SCHOOL STUDENT COUNCIL	\$2,776.10	\$0.00	\$0.00	\$0.00	\$2,776.10	\$0.00	\$2,776.10
917 MIDDLE SCHOOL GIFTED	\$26.81	\$0.00	\$0.00	\$0.00	\$26.81	\$0.00	\$26.81
918 7TH, 8TH, 9TH CHEERLEADERS	\$2,730.83	\$0.00	\$0.00	\$0.00	\$2,730.83	\$262.00	\$2,468.83
920 MIDDLE SCHOOL SCIENCE	\$866.59	\$0.00	\$0.00	\$0.00	\$866.59	\$20.15	\$846.44
922 HS ROBOTICS	\$2,006.28	\$0.00	\$0.00	\$0.00	\$2,006.28	\$0.00	\$2,006.28
923 TECHNOLOGY STUD. ASS'N (TSA)	\$486.09	\$0.00	\$0.00	\$0.00	\$486.09	\$170.00	\$316.09
925 HIGH SCHOOL MISC	\$7,995.31	\$2.39	\$298.98	\$576.20	\$7,720.48	\$2,464.00	\$5,256.48
927 HS YEARBOOK	\$1,874.65	\$215.00	\$0.00	\$729.70	\$1,359.95	\$0.00	\$1,359.95
929 HIGH SCHOOL BAND	\$9,427.36	\$2,900.00	\$0.00	\$702.20	\$11,625.16	\$5,077.54	\$6,547.62
930 OOLOGAH SPECIAL TEAMS	\$5,433.25	\$0.00	\$0.00	\$0.00	\$5,433.25	\$0.00	\$5,433.25
931 HIGH SCHOOL ART	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
933 F.F.A.	\$31,430.70	\$322.00	\$0.00	\$8,279.72	\$23,472.98	\$10,183.92	\$13,289.06
937 HS STUDENT COUNCIL	\$181.29	\$0.00	\$0.00	\$0.00	\$181.29	\$0.00	\$181.29
940 HIGH SCHOOL PROM	\$16,451.14	\$6,835.00	\$0.00	\$4,156.44	\$19,129.70	\$5,464.67	\$13,665.03
941 FCCLA	\$6,437.31	\$0.00	\$0.00	\$102.00	\$6,335.31	\$0.00	\$6,335.31
942 HIGH SCHOOL LIBRARY	\$2,988.09	\$0.00	\$0.00	\$260.00	\$2,728.09	\$1,218.54	\$1,509.55
943 BUSINESS PROF OF AMER	\$5,364.34	\$0.00	\$0.00	\$0.00	\$5,364.34	\$200.00	\$5,164.34
944 HIGH SCHOOL COUNSELOR	\$973.94	\$0.00	\$0.00	\$0.00	\$973.94	\$170.00	\$803.94
945 SPANISH CLUB	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
946 HIGH SCHOOL SPEECH	\$2,697.76	\$93.00	\$0.00	\$0.00	\$2,790.76	\$670.00	\$2,120.76
947 VOCAL MUSIC	\$1,499.34	\$534.75	\$0.00	\$585.75	\$1,448.34	\$859.00	\$589.34
948 STUDENTS IN THE LIGHT	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
949 ASIAN CLUB	\$2.06	\$0.00	\$0.00	\$0.00	\$2.06	\$0.00	\$2.06
953 HS HISTORY CLUB	\$1,184.84	\$0.00	\$0.00	\$0.00	\$1,184.84	\$0.00	\$1,184.84
954 NATIONAL HONOR SOCIETY	\$475.10	\$120.00	\$0.00	\$0.00	\$595.10	\$0.00	\$595.10
956 HS SENIOR CLASS	\$4,768.96	\$0.00	\$0.00	\$0.00	\$4,768.96	\$0.00	\$4,768.96
958 HIGH SCHOOL SCIENCE	\$5,250.23	\$0.00	\$0.00	\$0.00	\$5,250.23	\$0.00	\$5,250.23
960 ADULT POP	\$8,654.00	\$1,580.97	(\$698.97)	\$620.38	\$8,915.62	\$398.97	\$8,516.65
961 SCHOOL NURSE MISC	\$1,434.99	\$0.00	\$0.00	\$0.00	\$1,434.99	\$338.51	\$1,096.48
962 UE SPECIAL TEAMS	\$2,219.35	\$215.00	\$0.00	\$310.20	\$2,124.15	\$65.00	\$2,059.15
963 TECHNOLOGY	\$44,062.92	\$190.00	\$0.00	\$0.00	\$44,252.92	\$2,801.09	\$41,451.83
<b>Total</b>	<b>\$333,433.47</b>	<b>\$53,510.12</b>	<b>\$0.00</b>	<b>\$39,403.70</b>	<b>\$347,539.89</b>	<b>\$88,338.68</b>	<b>\$259,201.21</b>

## Oologah-Talala Public Schools

## Cash Balances

Options: Fiscal Years: 2020-2021, Funds: 11-41, As Of Date: 3/31/2021, Account Types: All

## Cash By Account and Fund

AC	0101	LAKESIDE STATE BANK	
2020	11	GEN FUND-FOR OP	\$19,056.88
2020	21	BUILDING FUND	\$19,320.43
2020	22	CHILD NUTRITION	\$299.00
2020	34	TRANSPORTATION EQUIPMENT	\$0.00
2020	35	CAPITAL IMPROVEMENTS	\$0.00
2020	37	BUILDING BOND FUND OF 2010	\$0.00
2020	38	BOND FUND 2019-2020	\$0.00
2020	41	Sinking	\$0.00
2021	11	GEN FUND-FOR OP	\$1,574,601.05
2021	21	BUILDING FUND	\$385,477.22
2021	22	CHILD NUTRITION	\$68,904.66
2021	34	TRANSPORTATION EQUIPMENT	\$11,309.00
2021	35	CAPITAL IMPROVEMENTS	\$33,587.90
2021	37	BUILDING BOND FUND OF 2010	\$12,471.38
2021	38	BOND FUND 2019-2020	\$112,008.48
2021	41	Sinking	\$2,207,366.19
Total AC 0101			<u>\$4,444,402.19</u>
			<u>\$4,444,402.19</u>

## Cash By Fund

2020	11	GEN FUND-FOR OP	\$19,056.88
2020	21	BUILDING FUND	\$19,320.43
2020	22	CHILD NUTRITION	\$299.00
2020	34	TRANSPORTATION EQUIPMENT	\$0.00
2020	35	CAPITAL IMPROVEMENTS	\$0.00
2020	37	BUILDING BOND FUND OF 2010	\$0.00
2020	38	BOND FUND 2019-2020	\$0.00
2020	41	Sinking	\$0.00
2021	11	GEN FUND-FOR OP	\$1,574,601.05
2021	21	BUILDING FUND	\$385,477.22
2021	22	CHILD NUTRITION	\$68,904.66
2021	34	TRANSPORTATION EQUIPMENT	\$11,309.00
2021	35	CAPITAL IMPROVEMENTS	\$33,587.90
2021	37	BUILDING BOND FUND OF 2010	\$12,471.38
2021	38	BOND FUND 2019-2020	\$112,008.48
2021	41	Sinking	\$2,207,366.19
			<u>\$4,444,402.19</u>
			<u>\$4,444,402.19</u>

Lakeside Bank
1519 - \$98,862.80
5424 - \$3,726,566.78
0921 - \$416,904.60
4092 - \$202,068.01
Total - \$4,444,402.19

	2020 Amounts										9/30/2021	2021 Amounts									
	General Fund	Building Fund	Child Nutrition	Sinking Fund	Bond	Bond	Bond	Bond	Bond	Bond	Total All Funds	Balance Forward	General Fund	Building Fund	Child Nutrition	Sinking Fund	Bond Fund	Bond Fund	Bond Fund	Bond Fund	Total All Funds
Balance Forward	\$19,056.88	\$19,320.43	\$299.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,676.31	Balance	\$1,737,174.45	\$395,498.37	\$68,904.66	\$2,090,244.09	\$453,461.00	\$93,587.90	\$12,471.38	\$112,008.48	\$4,444,402.19
Deposits												Deposits	\$835,915.66	\$29,554.34		\$117,122.10					
Less: Disbursements												Less: Disbursements	\$988,489.06	\$39,575.49			\$442,152.00				
Adjustments												Adjustments									
Balance	\$19,056.88	\$19,320.43	\$299.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,676.31	Balance	\$1,574,601.05	\$385,477.22	\$68,904.66	\$2,027,866.19	\$11,309.00	\$93,587.90	\$12,471.38	\$112,008.48	\$4,444,402.19



Contact us:  
(918) 443-2474

MEMBER  
FDIC



Branch:  
LAKESIDE STATE BANK  
6695 E 400 ROAD  
PO BOX 190  
OOLOGAH, OK 74053

Visit our website at:  
www.lakesidebankok.com

OOLOGAH ISD 4  
ATTN BREANNA L ROGERS  
PO BOX 189  
OOLOGAH OK 74053-0189

Page 1 of 2

Statement Date: March 31, 2021

Account Number: 374092

A PARTNER YOU CAN COUNT ON

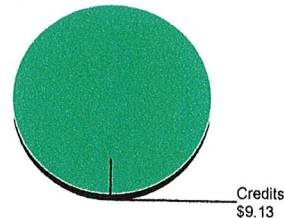
IF YOU HAVE BEEN PAYING MULTIPLE OVERDRAFT FEES THERE MAY BE A LESS EXPENSIVE ALTERNATIVE BETTER SUITED TO MEET YOUR NEEDS. PLEASE CALL ONE OF OUR ACCOUNT REPRESENTATIVES AT 918 -443-2474 OR 918-789-2581.

PREMIUM MONEY MARKET ACCOUNT

ACCOUNT ACTIVITY SUMMARY

Statement period number of days	33	Interest earned this statement	\$9.13
Average balance	\$202,058.88	Annual percentage yield earned	0.05 %
Total service charge today	\$0.00		
Year to date interest	\$24.91		

Previous balance	02/26/2021	\$202,058.88
Deposits/credits	1	\$9.13
Checks/withdrawals	0	\$0.00
Ending balance	03/31/2021	\$202,068.01



DEPOSITS

Date	Description	Amount
03/31/2021	INTEREST COMPOUNDED	\$9.13
Number of Deposits 1		Total Deposits \$9.13

DAILY BALANCE SUMMARY

Date	Amount
03/31/2021	\$202,068.01

OOLOGAH ISD 4

Primary Account Number: 365424

## CHECKS (continued)

Number	Date	Amount	Number	Date	Amount	Number	Date	Amount
2800 *	03/30/21	\$513.30	2812	03/30/21	\$2,578.62	2826	03/30/21	\$30.00
2806 *	03/30/21	\$1,180.00	2815 *	03/31/21	\$100.00	2828 *	03/29/21	\$1,179.00
2808 *	03/30/21	\$919.50	2816	03/29/21	\$1,282.00	2829	03/30/21	\$1,461.60
2809	03/29/21	\$135.71	2817	03/30/21	\$361.53	2830	03/30/21	\$1,415.00
2810	03/29/21	\$2,887.74	2818	03/30/21	\$30.00	2831	03/30/21	\$32,619.52
2811	03/31/21	\$14,847.42	2825 *	03/30/21	\$30.00			

\* Indicates Break In Sequence

Number of Checks 125

Total Amount of Checks \$814,288.55

## DAILY BALANCE SUMMARY

Date	Amount	Date	Amount	Date	Amount
03/01/2021	\$4,334,300.57	03/11/2021	\$4,274,538.81	03/23/2021	\$3,797,714.97
03/02/2021	\$3,947,455.91	03/12/2021	\$3,760,018.51	03/24/2021	\$3,813,354.88
03/03/2021	\$3,933,792.98	03/15/2021	\$3,594,449.16	03/25/2021	\$3,810,436.46
03/04/2021	\$3,930,236.42	03/16/2021	\$3,538,072.33	03/26/2021	\$3,806,997.13
03/05/2021	\$3,842,660.37	03/17/2021	\$3,865,621.37	03/29/2021	\$3,800,317.62
03/08/2021	\$3,829,380.18	03/18/2021	\$3,860,391.51	03/30/2021	\$3,741,867.69
03/09/2021	\$3,883,474.25	03/19/2021	\$3,859,823.96	03/31/2021	\$3,726,566.78
03/10/2021	\$3,931,655.21	03/22/2021	\$3,853,802.29		

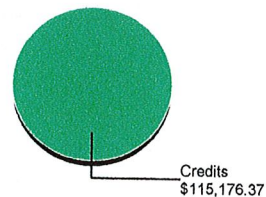
## SAVINGS ACCOUNT

### ACCOUNT ACTIVITY SUMMARY

Account Number: 950921

Statement period number of days	33	Interest earned this statement	\$17.00
Average balance	\$376,070.49	Annual percentage yield earned	0.05 %
Total service charge today	\$0.00		
Year to date interest	\$45.92		

Previous balance	02/26/2021	\$301,728.23
Deposits/credits	11	\$115,176.37
Checks/withdrawals	0	\$0.00
Ending balance	03/31/2021	\$416,904.60



## DEPOSITS

Date	Description	Amount
03/05/2021	DEPARTMENT OF ED OOLOGAH SCHL DIST I-4 ACH CREDIT NSL	\$39,455.18
03/05/2021	DEPARTMENT OF ED OOLOGAH SCHL DIST I-4 ACH CREDIT NSL	\$12,010.90
03/05/2021	DEPARTMENT OF ED OOLOGAH SCHL DIST I-4 ACH CREDIT NSL	\$13,797.30
03/05/2021	DEPARTMENT OF ED OOLOGAH SCHL DIST I-4 ACH CREDIT NSL	\$3,457.80
03/19/2021	DEPARTMENT OF ED OOLOGAH SCHL DIST I-4 ACH CREDIT NSL	\$3,523.34



Contact us:  
(918) 443-2474

MEMBER  
FDIC



Branch:  
LAKESIDE STATE BANK  
6695 E 400 ROAD  
PO BOX 190  
OOLOGAH, OK 74053

Visit our website at:  
www.lakesidebankok.com

OOLOGAH ISD 4  
ATTN BREANNA L ROGERS  
PO BOX 189  
OOLOGAH OK 74053-0189

Statement Date: March 31, 2021

Account Number: 365424

A PARTNER YOU CAN COUNT ON

IF YOU HAVE BEEN PAYING MULTIPLE OVERDRAFT FEES THERE MAY BE A LESS EXPENSIVE ALTERNATIVE BETTER SUITED TO MEET YOUR NEEDS. PLEASE CALL ONE OF OUR ACCOUNT REPRESENTATIVES AT 918 -443-2474 OR 918-789-2581.

Financial Summary

Account No.	Description	Balance
365424	Gold Now Account	\$3,726,566.78
950921	Savings Account	\$416,904.60
	<b>Total deposit balance</b>	<b>\$4,143,471.38</b>

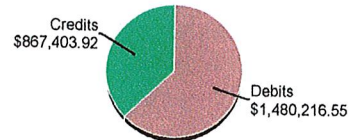
GOLD NOW ACCOUNT

ACCOUNT ACTIVITY SUMMARY

Account Number: 365424

Statement period number of days	33	Interest earned this statement	\$105.17
Average balance	\$3,877,411.60	Annual percentage yield earned	0.03 %
Total service charge today	\$0.00		
Year to date interest	\$318.62		

Previous balance	02/26/2021	\$4,339,379.41
Deposits/credits	35	\$867,403.92
Checks/withdrawals	136	\$1,480,216.55
Ending balance	03/31/2021	\$3,726,566.78



DEPOSITS

Date	Description	Amount
03/01/2021	REGULAR DEPOSIT	\$163.35
03/02/2021	ROGERS COUNTY Oologah-Talala Schools ACH CREDIT DISBURSEME 1004	\$59,465.84
03/02/2021	REGULAR DEPOSIT	\$121.25



Contact us:  
(918) 443-2474

MEMBER  
FDIC



Branch:  
LAKESIDE STATE BANK  
6695 E 400 ROAD  
PO BOX 190  
OOLOGAH, OK 74053

Visit our website at:  
www.lakesidebankok.com

OOLOGAH ISD 4  
ATTN BREANNA L ROGERS  
PO BOX 189  
OOLOGAH OK 74053-0189

Statement Date: March 31, 2021

Account Number: 141519

A PARTNER YOU CAN COUNT ON

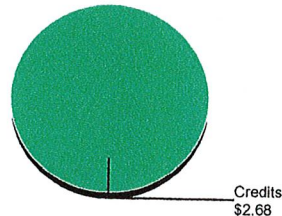
IF YOU HAVE BEEN PAYING MULTIPLE OVERDRAFT FEES THERE MAY BE A LESS EXPENSIVE ALTERNATIVE BETTER SUITED TO MEET YOUR NEEDS. PLEASE CALL ONE OF OUR ACCOUNT REPRESENTATIVES AT 918 -443-2474 OR 918-789-2581.

GOLD NOW ACCOUNT

ACCOUNT ACTIVITY SUMMARY

Statement period number of days	33	Interest earned this statement	\$2.68
Average balance	\$98,860.12	Annual percentage yield earned	0.03 %
Total service charge today	\$0.00		
Year to date interest	\$7.32		

Previous balance	02/26/2021	\$98,860.12
Deposits/credits	1	\$2.68
Checks/withdrawals	0	\$0.00
Ending balance	03/31/2021	\$98,862.80



DEPOSITS

Date	Description	Amount
03/31/2021	INTEREST COMPOUNDED	\$2.68
Number of Deposits 1		Total Deposits \$2.68

DAILY BALANCE SUMMARY

Date	Amount
03/31/2021	\$98,862.80

**ACTIVITY FUND TRANSFERS**  
**MARCH 1-31, 2021**

<b>DATE</b>	<b>TRANSFER FROM:</b>	<b>TO:</b>	<b>AMOUNT</b>
3/23/2021	960 ADULT POP	925 HS MISC	126.73
3/23/2021	960 ADULT POP	911 MS MISC	115.74
3/29/2021	960 ADULT POP	925 HS MISC	172.25
3/29/2021	960 ADULT POP	911 MS MISC	182.00
3/29/2021	960 ADULT POP	907 UE ADULT POP	92.75
3/29/2021	960 ADULT POP	902 LE ADULT POP	9.50

**Total**      698.97

**OOLOGAH SCHOOLS FUNDRAISERS - TO BE APPROVED 4/12/2021**  
**2020-2021 SY ACTIVITY**

UE MISC #906	FATHER/DAUGHTER DANCE	Spring	\$4,000	Misc Activity/Operating expenses to pay for subs, p.d. travel, classroom/office supplies, food for luncheon/staff events, food/supplies for hospitality etc.
HS BAND #929	RIGHT RESPONSE FIRST AID/BOREN GROUP	Spring	\$2,000	Trip Accounts, uniform cleaning & repair, Band fees, contest entries, music supplies & repairs & misc expenses
HS BAND #929	CASEY'S GENERAL STORES	Spring	\$1,000	Trip Accounts, uniform cleaning & repair, Band fees, contest entries, music supplies & repairs & misc expenses



March 9, 2021

School leader,

We are sending out renewal forms a bit early this year to ensure you have sufficient time to plan out your budget for next year. Because you are already an OPSRC member, in addition to some specific product and service information, we have included your membership renewal quote within this mailing.

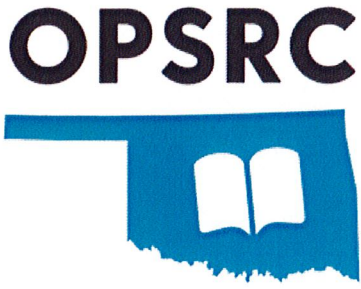
We know during this time of budget planning for next school year, you are always looking for ways to save your district money. Please take a moment to review the Products & Partnerships document contained in this mailing. It lists a variety of cost-saving opportunities that would allow you to redirect those funds to other areas of need. If you have any questions, please let us know.

As a reminder, as members you have unlimited access to all our staff directors in technology, teaching & learning, communications, legal and finance for training, consultations and other areas of assistance you may need throughout the year. Make sure to reach out to them; they are here to help.

We look forward to continuing to work with you into the 2021-22 school year!

Sincerely,

Brent Bushey  
Executive Director



Oklahoma Public School Resource Center  
309 NW 13th Street, Suite 103  
Oklahoma City, OK 73103  
www.opsrc.net

## Quote

### ADDRESS

Oologah-Talala Public Schools  
Oologah-Talala Public Schools  
PO Box 189  
Oologah, OK 74053

QUOTE # 1460  
DATE 07/01/2021

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ACTIVITY	AMOUNT
OPSRC Membership 2021-2022 School Year	2,500.00
<hr/>	
TOTAL	<b>\$2,500.00</b>

Accepted By

Accepted Date



# OPSRC

Oklahoma Public School Resource Center

**OPSRC membership costs \$2,500/year (\$1,500 for districts with less than 300 students), and members have access to the following benefits:**

### **Consulting Services**

The OPSRC's five directors are some of the most talented folks in the state within their respective fields of finance, technology, teaching & learning, communications and legal counsel. As a member, you get full access—phone, email or in person—to all five individuals.

### **Professional Development (PD)**

Membership provides year-round access to all our PD, both **in person and online**. If you need a specific training not listed in our course catalog, we will work hard to accommodate your requests. Some of our newest, most popular trainings include the Tulsa model of Teacher & Leader Effectiveness (TLE) and a full catalog of school board trainings.

We host PD events in both our OKC and Tulsa offices, but our team travels all over the state to provide in-house trainings as well. Want to host a Collaborative Day for yourself and neighboring schools? We can do those too! Visit [opsrc.net/events](http://opsrc.net/events) for details.

Schools—with SDE approval—may use Title II funds should they want access to our PD.

### **Code.org**

We are Oklahoma's Code.org regional partner and work with schools to increase student access to computer science courses by training teachers on CS Fundamentals, Discoveries and Principles. We also present computer science PD sessions for all grade levels and consult with districts interested in implementing a K-12 computer science pipeline.

### **Products**

We know saving money is a major concern for Oklahoma schools. That is why we are always pursuing products that will benefit your students, classrooms, facilities and improve overall operational efficiency. We vet all vendors with whom we partner to ensure they bring you the highest quality at an affordable rate.

From website services to energy consumption solutions to micro-credentials, we work closely with our vendors to bring you the help you need in the areas you've requested. And because your needs change, we are continuously researching the best products out there to help make your schools the best they can be.

Check out our **Products & Partnerships** flyer for the full list of current opportunities.

**Why Should I Join?**

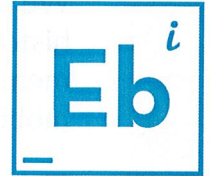
**OPSRC**



Oklahoma Public School Resource Center

## Educational Benefits, Inc.

EbI is a full-service employee benefits and HR consulting firm with over 30 years of experience as one of the regional leaders in providing public school employee benefits program. They now offer Oklahoma public schools comprehensive cafeteria plan options at discounted rates, which means more money in your employees' paychecks. They can also serve as an extension of your HR/Employee Benefits department by providing resources to you and your staff that improve operational efficiencies.



## Simmons Bank Purchase Card

A purchase card (P-card) is a financial tool that districts can use to save time and money. While it is similar to a traditional credit card, it offers more control and security for districts. It offers a 1.05% rebate to schools annually on all purchases. Districts can set limits on the amount and length of time for card usage. OPSRC and Simmons provide a total P-card program that includes training and sample policies, procedures and instructions.

## BancFirst Workers' Compensation

BancFirst Insurance is providing member districts with a workers' compensation policy. BancFirst, as the largest state bank, will use its years of experience and broker status to get districts the best possible rates.



## Edmentum Products & Training

We have partnered with Edmentum and its award winning suite of products to create a winning solution for districts. Members will have special OPSRC member discounted access to products like Exact Path, Courseware, Calvert Learning and EdOptions Academy along with teacher professional development.

## NWEA

Northwest Evaluation Association (NWEA) and OPSRC have joined forces to bring you a deeply discounted subsidy for one of the best assessment tools on the market: Measures of Academic Progress (MAP), which creates a personalized assessment for each student. Our subsidy means you pay \$8/student during year 1; \$6/student during year 2 and \$4/student for year 3. On top of that, OPSRC and NWEA provide high-quality, on-site professional development. **Note: The subsidy is capped at 1,500 students/district.**



## TalkPath Live

TalkPath Live is a leading telehealth provider that delivers the highest-caliber supplemental services to schools. Their services not only fulfill IEP requirements cost-effectively and time-efficiently, but they also ease the ever-growing demands on schools to recruit and retain qualified, licensed service providers for these critical tasks. OPSRC member schools receive a 5% discount on all rates for their available services.

**OPSRC**



# OPSRC

Oklahoma Public School Resource Center

School Year: \_\_\_\_\_

School, District, or Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Contact Email: \_\_\_\_\_ School Phone: \_\_\_\_\_

Website Address: \_\_\_\_\_

Does your district use NWEA? \_\_\_\_\_

### Payment Information

For billing info, please contact:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

- Invoice \$2500 to above address
- PO: General Funds - PO# \_\_\_\_\_
- PO: Title Federal Funds, Professional Development - PO# \_\_\_\_\_

### Gabbart Website Additions (if applicable)

- Website Annual Fee
- Notification System
- App

NOTE: Please visit [gabbart.com/opsrccost](http://gabbart.com/opsrccost) for a full calculation on the website options you've chosen. These numbers are based on student population.

Add'l Notes: \_\_\_\_\_



1400 Atwater Drive Malvern, PA 19355

**Customer:** **Order Form Details:**

Oologah-Talala Public Schools  
10700 S Hwy 169 Po Box 189  
Oologah, Oklahoma, 74053  
United States

**Pricing Expiration:** 4/13/2021  
**Quote Currency:** USD  
**Account Manager:** Taylor Hejl

**Contact:** Breanna Rogers

**Startup Cost Billing Terms:** One-Time, Invoiced after signing

**Title:** Budget and Finance

**Subscription Billing Frequency:** Annual

**Phone:** (918)443-6079

**Sale Type:** New

**Email:** breanna.rogers@oologah.k12.ok.us

**Initial Term:** 7/01/2021 – 6/30/2022

**Pricing Overview** **Amount**

**One-Time Fees** **\$6,375.00**

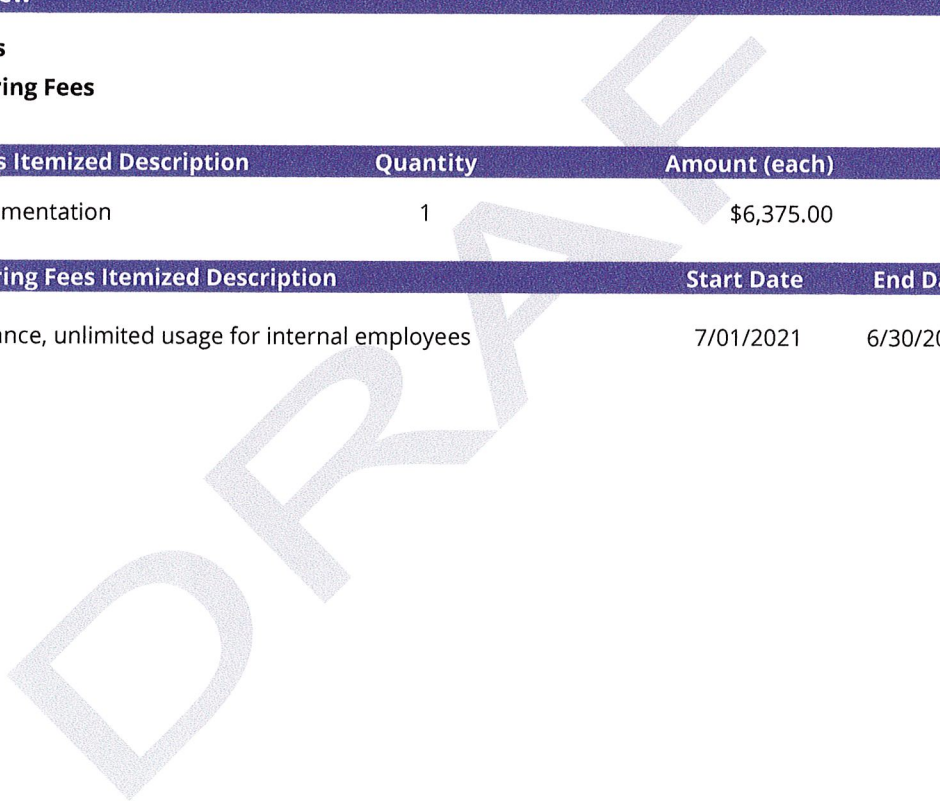
**Annual Recurring Fees** **\$7,350.00**

**One-Time Fees Itemized Description** **Quantity** **Amount (each)** **Amount**

Frontline Implementation 1 \$6,375.00 \$6,375.00

**Annual Recurring Fees Itemized Description** **Start Date** **End Date** **Amount**

Time & Attendance, unlimited usage for internal employees 7/01/2021 6/30/2022 \$7,350.00





1400 Atwater Drive Malvern, PA 19355

### Additional Order Form Information

#### Tax Information

Tax Exemption: We currently have a tax exemption certificate on file for you.

#### PO Information

PO Status: Purchase order to follow

PO #:

Note: If a Purchase Order is required, Customer shall submit the PO to Frontline within ten (10) business days of signing this Order Form by emailing it to [billing@frontlineed.com](mailto:billing@frontlineed.com), otherwise a PO shall not be required for payment

DRAFT



1400 Atwater Drive Malvern, PA 19355

Invoicing Schedule	Due Date	Amount
<b>Invoice: One Time</b> Frontline Implementation	<b>Upon Signing</b>	<b>\$6,375.00 + applicable sales tax</b> \$6,375.00
<b>Invoice: Annual</b> Time & Attendance, unlimited usage for internal employees	<b>7/31/2021</b>	<b>\$7,350.00 + applicable sales tax</b> \$7,350.00

DRAFT



1400 Atwater Drive Malvern, PA 19355

### MASTER SERVICES AGREEMENT

This Master Services Agreement is made effective as of the date of the signature below (the "Effective Date") by and between Frontline Technologies Group LLC dba Frontline Education, with an address at 1400 Atwater Drive, Malvern, PA 19355 ("Frontline" or "Frontline"), and the customer identified below ("Customer"). Frontline and Customer are sometimes referred to herein, individually, as a "Party" and, collectively, the "Parties."

By signing below, the Parties agree to be legally bound by the Terms and Conditions contained herein (the "Terms and Conditions"), including any exhibits, Order Form(s), Order Form Terms and Conditions and Statements of Work (collectively, the "Agreement"). To place orders subject to this Agreement, at least one Order Form (as defined below) must be incorporated into this Agreement. This Agreement constitutes the complete and exclusive statement of the agreement between the Parties with respect to the Software and the Services set forth herein and any other software, products or other services provided by Frontline or any of its affiliates or predecessors prior to the Effective Date. For the avoidance of doubt, this Agreement supersedes any and all prior oral or written communications, proposals, RFPs, contracts, and agreements (including all prior license and similar agreements) and the Parties hereby terminate any such agreements. In the event of a conflict between the provisions of the Terms and Conditions and the provisions of any Statement of Work or any Order Form or any Order Form Terms and Conditions, the provisions of the Statement of Work or Order Form or Order Form Terms and Conditions, as applicable, shall govern, but only with respect to the services forth in the Statement of Work or that particular Order Form.

<p><b>Frontline Technologies Group LLC dba Frontline Education</b></p> <p>Signature: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Address: <u>1400 Atwater Drive</u> <u>Malvern, PA 19355</u></p> <p>Email: <u>billing@frontlineed.com</u></p>	<p><b>Oologah-Talala Public Schools</b></p> <p>Signature: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Address: <u>10700 S Hwy 169 Po Box 189</u> <u>Oologah, Oklahoma 74053</u></p> <p>Email: _____</p>
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**Attached:** *Terms and Conditions Exhibit A*

1400 Atwater Drive Malvern, PA 19355

**MASTER SERVICES AGREEMENT**  
**TERMS AND CONDITIONS**

**1. Software and Services**

1.1. Software. Subject to the terms and conditions set forth in this Agreement (including any Order Forms, Order Form Terms and Conditions and/or Statement of Work), Frontline hereby grants Customer a non-exclusive, non-transferable license to use the software identified on any Order Form (the "Software") and the technical manuals, instructions, user information, training materials, and other documentation that accompany the Software and contain its technical specifications, as may be amended from time to time ("Documentation") solely for internal use by its then-current employees, contractors, agents, representatives and other end users authorized to use the Software on Customer's behalf (collectively, "Authorized Users" or "End Users") in the ordinary course of Customer's business. Frontline shall provide any professional or other services set forth in an Order Form (the "Services"). All rights, title and interest to the Software and any work product, deliverables or other materials provided by Frontline ("Work Product") are expressly reserved and retained by Frontline or its licensors, including any program or other application that is designed to integrate and be used with the Software, whether or not developed independently by Frontline, and all improvements, modifications and intellectual property rights therein. Customer shall not, and Customer shall require any Authorized Users to not (a) transfer, assign, export, or sublicense the Software or Work Product except as specifically set forth herein, or its license rights thereto, to any other person, organization or entity, including through rental, timesharing, service bureau, subscription, hosting, or outsourcing the Software (whether or not such sublicense, hosting or outsourcing is by Customer or for Customer); (b) attempt to create any derivative version thereof; (c) remove or modify any marking or notice on or displayed through the Software, Work Product or Documentation, including those related to Frontline's or its licensors' proprietary rights in and to the Software, Work Product or Documentation, as applicable; or (d) de-compile, decrypt, reverse engineer, disassemble, or otherwise reduce same to human-readable form. Without limiting the foregoing, Customer may not sublicense, outsource or otherwise grant access to the Software to any third party vendor without Frontline's prior written consent, including any third party host of the Software for Customer. Frontline shall have the right (but not the obligation) to monitor Customer's and its Authorized Users' use of the Software to confirm Customer's and its Authorized Users' compliance with the terms of this Agreement.

1.2. Authorized Users. The total number of Authorized Users will be limited to the numerical or category limitations set forth in an Order Form, if any. Customer acknowledges and agrees that, depending on the specific Software provided by Frontline to Customer and/or the category of Authorized User, Authorized Users may have different access and usage rights to the Software. Customer shall ensure that Authorized Users comply with the terms and conditions of this Agreement with respect to access and use of the Software and any acts or omissions of such Authorized Users with respect to the same will be deemed acts or omissions of Customer for which Customer will be responsible on a joint and several basis. Customer is solely responsible for approving and provisioning any and all usernames and passwords assigned to or adopted by Customer's Authorized Users in connection with use of the Software. Customer is responsible for all activities that occur as a result of the use of such usernames and passwords. Customer will notify Frontline promptly of any unauthorized use of such usernames and passwords or any other breach of security known to Customer.

1.3. Order Forms. Customer may place orders for the Software and Services by entering into a mutually agreed Order Form, which shall become a part of this Agreement and be attached hereto as Exhibit A. No other document shall be required to affect a legally binding purchase under this Agreement. Any preprinted or other terms contained on Customer's purchase order or otherwise shall be inapplicable to this Agreement. Unless an Order Form states otherwise, each Order Form is independent of each other Order Form (but each Order Form is a part of and integral to this Agreement).

1.4. Software Administrator; Maintenance Windows. At all times, Customer must have an employee who has obtained the Software administrator certification training from Frontline and who is certified by Frontline as a Software administrator ("Software Administrator"). If Software Administrator ceases to serve as such, Customer shall promptly provide written notice to Frontline and have another employee obtain Frontline Software administrator certification and be designated as a Software Administrator, at Customer's expense. Frontline shall provide Customer with assistance regarding the use of the Software during Frontline's normal business hours (EST), Monday through Friday. Such assistance shall be provided only to Customer's Software Administrator. Frontline may perform system maintenance and/or software updates periodically upon advanced notice to Customer. However, due to extenuating circumstances, Frontline may, at times, need to perform maintenance without the ability to provide advance notice.

1.5. Customer Content. The Software and Services may enable Customer and its Authorized Users to provide, upload, link

1400 Atwater Drive Malvern, PA 19355

to, transmit, display, store, process and otherwise use text, files, images, graphics, illustrations, information, data (including Personal Data as that term is defined in applicable laws), audio, video, photographs and other content and material in any format (collectively, the "Customer Content") in connection with the Software and Services. Customer hereby grants to Frontline a non-exclusive, royalty-free license to reproduce, display, distribute, modify, prepare derivative works of and otherwise use the Customer Content for the purpose of providing the Software and otherwise performing its obligations and exercising its rights under this Agreement. Customer shall have the sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness and ownership of all of the Customer Content. Frontline will act as a data processor, and will act on Customer's instruction concerning the treatment of Personal Data provided in connection with the Software and Services, as specified in the Order Form. Customer shall provide any notices and obtain any consents (including consent of any parent or guardian for any minor) related to Customer's use of the Software and receipt of the Services and Frontline's provision of the Software and Services, including those related to the collection, use, processing, transfer and disclosure of Personal Data. Customer acknowledges and agrees that it must properly enter data, information and other Customer Content and configure settings within the Software in order for the Software to operate properly. Customer shall verify the accuracy of any of the Customer Content, forms, workflow and configuration settings entered on the Software. Frontline shall not have any liability arising from the inaccuracy of scoring, completeness, use of or reliance on the information contained in the extract of data from any Software or Services under this Agreement. Customer assumes the sole responsibility for the selection of the Software and Services to achieve Customer's intended results, the use of the Software and Services, and the results attained from such selection and use. Customer represents and warrants that it is the owner of the Customer Content, or has obtained permission for such use from the owner of the Customer Content, including evaluation frameworks and/or rubrics uploaded into the Software. As to any content or data made available to Frontline, Customer represents that it has notified and obtained consent from all necessary persons (including parents, students, teachers, interns, aides, principals, other administrative personnel, and classroom visitors), and has taken all other actions that may be necessary to ensure that use of the products, services, or related materials provided or produced hereunder complies with all applicable laws and regulations as well as school or district policies.

1.6. Integration. Customer may, at Customer's direction and with or without Frontline's assistance, integrate or otherwise use the Software in connection with third party courseware, training, and other information and materials of third parties ("Third Party Materials") and Frontline may make certain Third Party Materials available in connection with the Software and Services. Customer acknowledges and agrees that (a) Frontline is authorized to provide the Customer Content to a specified third party or permit such third party to have access to the Customer Content in connection with Third Party Materials; and (b) Frontline does not control and is not responsible for, does not warrant, support, or make any representations regarding (i) Third Party Materials; (ii) the Customer Content provided in connection with such Third Party Materials, including a third party's storage, use or misuse of the Customer Content; or (iii) Customer's uninterrupted access to Third Party Materials. Customer understands that the use of the Software may involve the transmission of the Customer Content over the Internet and over various networks, only part of which may be owned or operated by Frontline, and that Frontline takes no responsibility for data that is lost, altered, intercepted, or stored without Customer's authorization during the transmission of any data whatsoever across networks whether or not owned or operated by Frontline. If Customer engages Frontline to assist in Customer's integration or use of the Software with Third Party Materials, you authorize Frontline to access and use such Third Party Materials in connection with such assistance and you represent and warrant that you have the rights necessary to grant such authorization. Customer agrees to be bound by the terms, conditions and restrictions of the applicable third party license agreement with respect to such Third Party Materials.

1.7. Hosting. The Software will be hosted by an authorized subcontractor (the "Hosting Service Provider") that has been engaged by Frontline and shall only be accessed by Customer on websites, using Customer's computers. As part of the Services, the Hosting Service Provider shall be responsible for maintaining a backup of the Customer Content. The Hosting Service Provider is an independent third party not controlled by the Frontline. Accordingly, IN NO EVENT WILL FRONTLINE BE LIABLE FOR ANY DIRECT, GENERAL, SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES WHATSOEVER (INCLUDING BUT NOT LIMITED TO LOSS OR DAMAGE TO DATA, DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF INFORMATION OR ANY OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF OR INABILITY TO USE THE SOFTWARE, DUE TO PROBLEMS (INCLUDING BUT NOT LIMITED TO ERRORS, MALFUNCTIONS) ASSOCIATED WITH THE FUNCTIONS OF SERVERS MAINTAINED BY THE HOSTING SERVICE PROVIDER, EVEN IF FRONTLINE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

1.8. Customer Responsibilities. Customer understands and agrees that (a) Customer shall have sole responsibility for

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administering access security (e.g. the granting of rights to Customer's users); (b) Customer shall review any calculations made by using the Services and satisfy Customer that those calculations are correct; and (c) if Customer uses the Services for reimbursement or payment from Medicaid and other government agencies, Frontline shall have no responsibility, and Customer shall have sole responsibility, to submit information and claims for such reimbursement or payment. Frontline does not warrant that the Services, or the results derived therefrom, will meet Customer's requirements, or that the operation of the Services will be uninterrupted or error-free. The customer is solely responsible for obtaining and maintaining, at its own expense, all hardware, software and services needed to use the Software, including any and all servers, computers, and Internet access services. In connection with the performance of the Services, Customer shall provide Frontline's personnel with all such cooperation and assistance as they may reasonably request, or otherwise may reasonably be required, to enable Frontline to perform its obligations (including the provision of the Services), and exercise its rights, under and in accordance with the terms and conditions of this Agreement.

## 2. Invoicing and Payment

All fees and charges will be set forth in the applicable Order Form(s). The Startup Cost set forth on the first page of an Order Form will be invoiced to Customer by Frontline upon execution of the applicable Order Form. Startup Costs are priced with the assumption that implementation will be completed within 120 days after signing. Frontline reserves the right to charge Customers additional service fees for added project costs due to Customer-caused delays occurring after the 120 day implementation period. The Annual Subscription will be invoiced to Customer by Frontline based on the Subscription Start Date (as set forth in the Order Form) unless otherwise stated on the front of an Order Form. The Subscription Start Date shall be defined as thirty (30) days after Customer's signature of an applicable Order Form. Except as otherwise provided, Frontline shall invoice Customer in US Dollars and Customer shall pay all fees, charges, and expenses within thirty (30) days of the date of an invoice via check or ACH. Without prejudice to its other rights and remedies, if Frontline does not receive any payment by its due date, Frontline may assess a late payment charge on the unpaid amount at the rate of 1.5% per month or, if less, the highest rate allowed under applicable law. Frontline reserves the right to increase any of the fees once annually during any Renewal Term by providing at least thirty (30) days advance notice to Customer. All charges under this Agreement are exclusive of, and Customer is solely responsible for, any applicable taxes, duties, fees, and other assessments of whatever nature imposed by governmental authorities. Without limiting the foregoing, Customer shall promptly pay to Frontline any amounts actually paid or required to be collected or paid by Frontline pursuant to any statute, ordinance, rule or regulation of any legally constituted taxing authority. If the Customer claims tax-exempt status or the right to remit taxes directly, the tax-exempt number must be entered on the first page of any applicable Order Form and the Customer shall indemnify and hold Frontline harmless for any loss occasioned by its failure to pay any tax when due. If for any reason Frontline's personnel travel to Customer's facility or otherwise in connection with the Software or Services under this Agreement, Customer shall be responsible for the reasonable costs of transportation, lodging, meals and the like for Frontline's personnel.

## 3. Warranties and Disclosures

3.1. Mutual. Each Party represents and warrants that the Party's execution, delivery, and performance of this Agreement (a) have been authorized by all necessary action of the governing body of the Party; (b) do not violate the terms of any law, regulation, or court order to which such Party is subject or the terms of any agreement to which the Party or any of its assets may be subject; and (c) are not subject to the consent or approval of any third party. Customer represents and warrants on behalf of itself and any of its Authorized Users that it has the full legal right to provide the Customer Content and that the Customer Content will not (a) infringe any intellectual property rights of any person or entity or any rights of publicity, personality, or privacy of any person or entity, including as a result of failure to obtain consent to provide Personal Data or otherwise private information about a person; (b) violate any law, statute, ordinance, regulation, or agreement, including school or district policies; or (c) constitute disclosure of any confidential information owned by any third party.

3.2. Software Warranties. Frontline represents and warrants that (a) the Software will perform substantially in accordance with the specifications set forth in the then-current Documentation and (b) the Services will be performed in a professional and workmanlike manner. The foregoing warranty will not apply (i) if Customer is in default or breach of any of its obligations under this Agreement, or (ii) to any non-conformance of the Software, Work Product or Services due to (A) Customer's failure to permit the installation/implementation of any update, upgrade or release provided by Frontline, (B) Customer's negligence, abuse, misapplication or misuse of the Software (including Customer's failure to operate the Software in accordance with Documentation), or (C) Customer's use or operation of the Software in or with any technology (including any software, hardware, firmware, system or network) not approved in writing by Frontline. In the event of a non-conformance of the Software, Work Product or Services reported to and verified by Frontline, Frontline will make commercially reasonable efforts to correct such non-conformance. Customer's sole remedy is limited to the replacement, repair, or refund, at Frontline's option, of defective Software or Work Product or re-performance of the Services. Notwithstanding the foregoing, any Third-

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Party Materials shall be subject only to such third-party terms and any warranties therein.

3.3. Disclaimers. EXCEPT AS EXPRESSLY PROVIDED HEREIN, FRONTLINE AND ITS LICENSORS EXPRESSLY DISCLAIM ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, AS TO ANY ASPECT OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. FRONTLINE AND ITS LICENSORS DO NOT WARRANT THAT THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS WILL BE UNINTERRUPTED, OR ERROR-FREE; NOR DO THEY MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS.

#### **4. Confidential Information Privacy**

4.1. Confidential Information. During the term of this Agreement and for two (2) years thereafter, each Party will use the same degree of care to protect the other Party's Confidential Information as it uses to protect its own confidential information of like nature, but in no circumstances less than reasonable care. "Confidential Information" means any information that is marked or otherwise indicated as confidential or proprietary, in the case of written materials, or, in the case of information that is disclosed orally or written materials that are not marked, by notifying the other Party of the proprietary and confidential nature of the information, such notification to be done orally, by email or written correspondence, or via other means of communication as might be appropriate. Notwithstanding the foregoing, (a) Confidential Information of Frontline shall include the Software and the terms of this Agreement and (b) Confidential Information of Customer shall include Personal Data regarding Customer's users provided in connection with the Software and Services. Confidential Information does not include information which (a) was known to the receiving Party or in the public domain before disclosure; (b) becomes part of the public domain after disclosure by a publication or other means except by a breach of this Agreement by the receiving Party; (c) was received from a third party under no duty or obligation of confidentiality to the disclosing Party; or (d) was independently developed by the receiving Party without reference to Confidential Information. Aggregated data that does not contain personally identifiable information regarding Customer's users provided in connection with the Software and Services will be Confidential Information and property of Frontline. The receiving Party will not be liable for disclosures of Confidential Information that are required to be disclosed by law or legal process, so long as the recipient notifies the disclosing Party, provides it with an opportunity to object and uses reasonable efforts (at the expense of the disclosing Party) to cooperate with the disclosing Party in limiting disclosure.

4.2. Privacy. Frontline understands that its performance of the Services may involve the disclosure of student personally identifiable information ("Student PII") (as defined in the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. Part 99) ("FERPA") by the Customer to Frontline. Frontline agrees that it will not use or re-disclose Student PII except in compliance with and all applicable state and federal laws, including FERPA. Customer acknowledges that Frontline is a "school official" with a legitimate educational interest in receiving Student PII under FERPA and Frontline agrees that it will comply with the requirements of 34 C.F.R. § 99.33 regarding its use and re-disclosure of Student PII.

4.3. Data Security. Frontline will utilize commercially reasonable administrative, technical, and physical measures designed to maintain the confidentiality and security of Confidential Information and Student PII submitted by Customer. Customer understands and agrees that no security measures can be 100% effective or error-free and understands that Frontline expressly disclaims (a) any warranty that these security measures will be 100% effective or error-free or (b) any liability related to the confidentiality and security measures utilized by third parties.

#### **5. Indemnification.**

Customer shall indemnify Frontline and its officers, directors, employees, and agents and hold them harmless from all third-party claims, liabilities, expenses, and losses (including attorneys' fees and expenses) arising from or related to any breach by Customer of this Agreement, including failure to obtain consent to provide Personal Data or otherwise private information about a person.

#### **6. Limitations of Liability.**

OTHER THAN THE FEES, CHARGES AND EXPENSES PAYABLE PURSUANT HERETO, IN NO EVENT SHALL EITHER PARTY (OR IN THE CASE OF FRONTLINE, ITS LICENSORS) BE LIABLE TO THE OTHER PARTY OR ANY THIRD PARTY FOR INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES, WHETHER FORESEEABLE OR UNFORESEEABLE, OF ANY KIND WHATSOEVER (INCLUDING LOST PROFITS) ARISING FROM OR RELATING TO THIS AGREEMENT OR THE USE OR NON-USE OF THE SOFTWARE, WORK PRODUCT OR SERVICES. NOTWITHSTANDING ANYTHING CONTAINED IN THIS AGREEMENT TO THE CONTRARY, IN NO EVENT SHALL FRONTLINE'S (OR ITS LICENSORS') TOTAL LIABILITY ARISING FROM OR RELATING TO THIS AGREEMENT, WHETHER BASED ON WARRANTY, CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY OR OTHERWISE, EXCEED THE TOTAL AMOUNTS PAID TO FRONTLINE HEREUNDER DURING THE TWELVE MONTHS IMMEDIATELY

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PRECEDING THE EVENTS GIVING RISE TO SUCH CLAIMS. Each Party acknowledges and agrees that the warranty disclaimers and liability and remedy limitations in this Agreement are material, bargained for provisions of this Agreement and that fees and consideration payable hereunder reflects these disclaimers and limitations.

#### **7. Term and Termination.**

The term of this Agreement will commence on the Effective Date and continue until such time that there are no valid Order Forms. The initial term of each Order Form under this Agreement shall (a) begin on the Subscription Start Date (as defined in Section 2 above) and (b) continue for one year or such longer period as provided in an Order Form (the "Order Form Initial Term") and will renew for successive one-year terms thereafter (each, a "Renewal Term") unless one Party notifies the other Party of non-renewal in writing at least sixty (60) days prior to the end of the current term of such Order Form. Customer may not terminate any Order Form at any time in the middle of a term. Either Party may terminate this Agreement in the event that the other Party materially breaches this Agreement the other Party does not cure such breach within thirty (30) days after written notice of such Expiration or termination of any Order Form or Statement of Work shall constitute the expiration or the termination of such Order Form or Statement of Work only and shall not affect this Agreement or any other Order Form or Statements of Work outstanding under this Agreement. Notwithstanding the foregoing, unless otherwise mutually agreed by the parties in writing, any Order Form or Statement of Work outstanding as of the date of termination or expiration of this Agreement shall remain in effect and continue to be governed by the terms of this Agreement and its own terms until such time as such Order Form or Statement of Work is completed, expires or is otherwise terminated. Upon the termination or expiration of this Agreement, the licenses granted to Customer under Section 1.1 will terminate automatically and Customer (i) shall immediately cease using the Software and Documentation and (ii) for a period of thirty (30) days, may request a copy of the Customer Content that is in Frontline's possession in the format retained by Frontline. The following provisions of this Agreement will survive expiration or termination of this Agreement Sections 3.3, 4, 5, 6, 7 and 9. Frontline may (without limitation of any other rights or remedies) suspend use of the Software in the event that (A) Customer is delinquent in payment of any amount due to Frontline under this Agreement (and has not cured such delinquency within five (5) days following written notice thereof to Customer), (B) Customer has breached any of the provisions of Section 1 of this Agreement, or (C) in Frontline's reasonable good faith determination, suspension of use of the Software is necessary to avoid or mitigate harm to the security of Frontline's or its customers' systems or data. Any such suspension will not constitute a termination of this Agreement.

#### **8. District Ordering.**

Any other school district in the same state as Customer ("School District") may also purchase from Frontline a license to the Software and provision of the Services for the School District's own account on the same terms and conditions as are applicable to Customer under these Terms and Conditions (excluding any pricing terms and conditions). Each School District will be separately liable for payment for such Software and Services and its compliance with these Terms and Conditions, and neither Customer nor any School District will be liable for the acts, omissions or obligations of any other School District under these Terms and Conditions. Frontline will have no obligations to provide any Software or Services to a School District until such time as Frontline and such School District enter into an Order Form which references and is subject to these Terms and Conditions. By so doing, the School District agrees to be bound by these Terms and Conditions and for purposes of its order is considered "Customer" as that term is used in these Terms and Conditions. In the event that Customer and Frontline amend these Terms and Conditions (each an "Amendment"), any and all such Amendments will be enforceable against each School District that has executed an Order Form which references and is subject to these Terms and Conditions upon notice of such Amendment from Frontline unless Frontline has agreed in writing with School District that the Amendment, or specific provisions within the Amendment, do not apply to such School District.

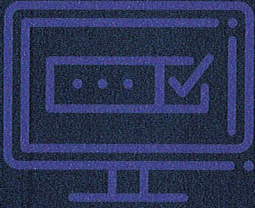
#### **9. General.**

Frontline and Customer are each independent contractor and neither Party shall be, nor represent itself to be, the franchiser, partner, broker, employee, servant, agent, or legal representative of the other Party for any purpose whatsoever. Customer may not sublicense, assign, or transfer this Agreement, or any rights and obligations under this Agreement, in whole or in part, without Frontline's prior written consent. Any attempted assignment in violation of this Section shall be void. This Agreement shall be binding upon and inure to the benefit of, the permitted successors and assigns of each Party. Notwithstanding anything to the contrary in this Agreement, except for Customer's obligations to pay amounts due under this Agreement, neither Party will be deemed to be in default of any provision of this Agreement for any delay, error, failure, or interruption of performance due to any act of God, terrorism, war, strike, or other labor or civil disturbance, interruption of power service, interruption of communications services, problems with the Internet, act of any other person not under the control of such Party, or other similar cause. If the Customer requests to be added as an additional insured on any Frontline



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insurance policy, the limits of such policies shall be subject to the Limitations of Liability stated in Section 6 herein. This Agreement may be amended only by written agreement of the Parties, and any attempted amendment, including any handwritten changes on this Agreement, in violation of this Section shall be void. The waiver or failure of either Party to exercise in any respect any right provided under this Agreement shall not be deemed a waiver of such right in the future or a waiver of any other rights established under this Agreement. This Agreement does not confer any rights or remedies upon any person other than the Parties, except Frontline's licensors. When used herein, the words "includes" and "including" and their syntactical variations shall be deemed followed by the words "without limitation." This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be the same agreement.



# Time and Attendance

Standard Implementation Services

# Statement of Work: Time and Attendance Implementation Services

## Introduction

Frontline Education provides a comprehensive implementation methodology and expert resources to partner with your project team throughout the implementation.



## Scope/Deliverables

### Project Management, Training & Consulting

- Project Kickoff Call
- Business Process Review: review of internal process for a Client's time and attendance workflow and best practice recommendation to optimize system functionality.
- Train-the-Trainer Model: blended learning consisting of online, self-paced courses and instructor-led remote training for the Client project team to gain familiarity with our solutions for implementation, administration and to train end users
- Role-based Learning Center: ongoing, anytime access to knowledge base articles available to all district staff
- Project Status Monitoring: periodic review of project progress to planned project milestones throughout implementation
- Project Close Out Call

### Configuration

System configuration is accomplished through a blended approach of pre-configuration, Frontline Education configuration services, and Client configuration activities. Frontline Education will provide configuration services to tailor default setups to your specific needs and provide your project team a head start to configuring the system. Online Training courses and consultation are provided so that your staff can continue configuration for initial setup and to meet your ongoing needs.





Specific examples of configuration services during implementation include –

Setups	Time and Attendance Preconfigured Setups	Frontline Education Configuration Services
Job Type	1	Implementation consultant will assist client on importing up to 1,000 job types.
Position	1	Implementation consultant will assist client on importing up to 1,000 positions.
Staff Group	1	Implementation consultant will assist client on configuring up to 5 employee contract types.
Accrual Profile	N/A	Implementation consultant will assist client on configuring up to 4 unique leave accrual policies.
Pay Period	1	Up to 4
Account Allocation	N/A	Based on State or Payroll Requirements
Permissions	Set-up Default Permissions	N/A

Note: Employee Pay Rates are out of scope for time & attendance.

## Data Imports

During implementation, we will import the following data formatted to our standard templates, where applicable. Online Training courses and consultation will be provided to show you how to maintain this data on an ongoing basis after the initial import.

- Job Types
- Account Codes & Account Allocations
- Positions
- User Enrollment
- User Assignments
- Work Schedules

## Systems Integration

Integrations exist within Frontline Education solutions and/or with our Featured Partners that are configured and setup as either a flat file transfer or an export/import into an applicable vendor system. Specific examples of configurable integration types include --

- Standard integration with Frontline Education Solution Absence and Substitute Management.
- One established interface with a HRIS/payroll system.
- One established interface with a biometric identification system.
  - An established interface is defined as an integration that is currently established with a vendor and/or requires no development resources.
  - [https://www.frontlineeducation.com/Partners/Find\\_a\\_Partner](https://www.frontlineeducation.com/Partners/Find_a_Partner)

## Reporting

- 15 standard reports included in pre-configuration services.
- Client may create additional ad-hoc reporting with "Report Writer" utility



## Additional Optional Services

The following items are outside the standard scope of services and can be accommodated through a change request and additional services and fees.

- Onsite training
- End-user training
- Configuration, Custom Reporting, or Integration services beyond those identified above
- Services beyond the implementation timeframe and project close out
- Customized training materials

## Schedule

On average, a typical time Time and Attendance implementation project runs 10 – 14 weeks. Below is an example of a project schedule for implementation. (This is not the actual schedule pertaining to this statement of work.)

Task	Start	End	Dur	2019					
				Jan	Feb	Mar	Apr	May	Jun
Sample Solution Rollout	1/2/19	6/7/19	113						
Project Kickoff	1/2/19	1/8/19	5						
Insights Platform Migration (clients with existing Frontline solutions)	1/14/19	1/25/19	10						
Absence & Time: Absence Management	1/14/19	3/1/19	35						
Absence & Time: Time & Attendance	3/18/19	6/7/19	60						

Every client is unique and timelines can vary depending on client size, resource availability, and complexity of project. Your Frontline Education Project Manager will work with your team to plan an implementation based on your specifics.

## Client Project Team: Roles & Responsibilities

### Executive Sponsor

- Executive Sponsor: e.g. Superintendent, Assistant Superintendent of HR, HR Director, etc.
- The “lead” contact: responsible for all major project decisions. Initially, involvement level is medium-to-high until all district players and responsibilities established. Executive Sponsor involvement decreases once responsibilities have been delegated.

### System Administrator

- System administrator: e.g. HR admin, payroll, or IT.
- When implementing our time and attendance tool, we encourage districts to have at least two district administrators.
- The “point person” contact: responsible for day-to-day operations, upkeep of system, and user management. This includes (but is not limited to):
  - Create/edit/delete: job types, positions, staff groups, accrual profiles, pay periods, account allocations, permissions, work schedules, and calendar groups and events
  - Manage timesheets and workflow: collection, correction, approval, and extraction for pay
  - Enroll and invite users and manage user position assignments
  - Manage users’ absence reason balances, including comp time
  - Configure system preferences



## IT Department

- Establish IP ranges for restricting clock access
- Install and manage clock hardware
- Hardware support is the responsibility of the client

## Assumptions

- Frontline Education and Client will provide consistent, named resources to fill project roles throughout project timeline.
- Frontline Education and Client will use a collaborative approach to ensure implementation success.
- Client will provide subject matter experts familiar with organizational policies and procedures throughout the project.
- Frontline Education assumes that all data to be imported will be validated as necessary by Client prior to import.
- Client project team will complete online courses, attend instructor-led training, participate in project status calls, and complete project tasks as planned.

## Implementation Policies

- Change Management Process: Should the Client identify additional services as part of this project, Frontline Education will issue a change order identifying impact to project scope, cost, and timeline for Client review and approval.
- A request to delay the Planned Go Live 30 days or more from the original date can result in rework and require additional charges and a change order.
- Services requested after the Project Close Out will require additional charges and a new services proposal.
- Startup Costs are priced with the assumption that implementation will be completed within 120 days after signing. Frontline reserves the right to charge Customers additional service fees for added project costs due to Customer-caused delays occurring after the 120-day implementation period.



## ANIMALS IN SCHOOL

It is the policy of the Oologah-Talala Public Schools Board of Education that students, staff, and/or patrons will not bring animals onto school premises except in connection with an organized and approved school activity, or as otherwise authorized by the appropriate building principal. Written permission must be obtained from the appropriate building principal before animals are brought to school or to any school activity. **Service animals will be allowed in accordance with federal law. Members of the public, staff, and students shall not be allowed to bring emotional support animals and therapy animals which do not meet the definition of a service animal on school property. An exception may be made by the superintendent for emotional support animals and therapy animals to be brought onto school premises by the school counselor for the benefit of the student body. The district shall post a sign in a conspicuous location outside the entrance of each school building stating which animals or types of animals are prohibited in accordance with Oklahoma law. The sign posted will indicate that service animals are permitted in accordance with federal law.**

Authorized animals must be adequately housed and cared for while on school grounds. Only the teacher, or students designated by the teacher, may handle the animals. If dogs are allowed to be on school grounds by the principal, the dogs must be leashed at all times and not permitted to run at large.

If animals are to be kept on school grounds on days when classes are not in session, arrangements must be made for their care.

If a staff member or student has been bitten by an animal and the skin has been pierced, the incident must be reported immediately to the school office by the student or the supervising adult. The principal will notify public health authorities and cause the animal to be impounded for observation. Public health authorities will determine the appropriate term of confinement of the animal and method of observation.

Service animals perform some of the functions and tasks that individuals with disabilities cannot perform themselves. Service animals are not pets. There are several kinds of service animals that assist individuals with disabilities. Examples include, but are not limited to, animals that:

1. Assist individuals who are blind or have severe sight impairments,
2. Alert individuals with hearing impairments to sounds,
3. Pull wheelchairs or carry and pick-up items for individuals with mobility impairments, and
4. Assist individuals with mobility impairments with balance.

The district shall not assume or take custody or control of, or responsibility for, any service animal or the care or feeding thereof. **The owner or person having custody and control of the service animal shall be liable for any damages to persons, premises, property, or facilities caused by the service animal, including, but not limited to, clean up, stain removal, etc.** If a service animal is not "house broken" the service animal will be denied access to school district property.

If, in the opinion of the Superintendent or designee any service animal is out of control in the school setting or during District transportation, the matter shall be immediately reported to local law enforcement. The staff member, parent and/or guardian of the student having custody and control of the service animal will be required to remove the service animal from District premises immediately.



**APPLICATION FOR VACANT BOARD POSITION**

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

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

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

- 
1. I received a high school diploma or G.E.D. on \_\_\_\_\_ from \_\_\_\_\_ (name of institution).
  
  2. I have resided at the above-referenced address for \_\_\_\_\_ (must have been a resident of the district and of the geographical ward for the vacant position, if one exists for six months). If you have recently moved within the district and/or ward please explain: \_\_\_\_\_
  
  3. I registered to vote on \_\_\_\_\_ with the county election board. (Must have been registered to vote at an address located within the district for six months).
  
  4. I have not been convicted of a felony nor have I pleaded nolo contendere to a felony within the past fifteen years.
  
  5. I am not related to any employee of the district within the second degree. (Those within the second degree include the following: Mother, Father, Father's Wife, Mother's Husband, Brother, Sister, Brother's Wife, Sister's Husband, Grandmother, Grandmother's Spouse, Grandfather, Grandfather's Spouse, Son, Son's Spouse, Daughter, Daughter's Spouse, Grandson, Grandson's Spouse, Granddaughter, Granddaughter's Spouse, Spouse, Spouse's Child, Spouse's Brother, Spouse's Sister, Spouse's Grandparent, Spouse's Grandchild).

I wish to be considered as a viable candidate for the vacant board position.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature