

# Ardmore Board of Education Regular Meeting

Tuesday, December 16, 2025 5:30 PM

Ardmore Administration Center - Board Room, 611 Veterans Blvd., Ardmore, OK 73401

1. Call the meeting to order, establish a quorum & state compliance with the Open Meeting Act. [Harry Spring, Board President]
2. Pledge of Allegiance [Led By: Will Rogers Music Students]
3. Presentation by Will Rogers Music Students [Paige Anderson, Will Rogers Music Teacher]
4. Reports:
  - District Update, Andy Davis, Superintendent
  - Financial Information, Perry Zeiset, Director of Finance
5. Consent Agenda
  - A. Minutes
  - B. Monthly Financial Report for the month ending November 30, 2025.
    - Activity Fund
    - Treasurer's Report
  - C. Encumbrance Orders and Change Orders as listed for FY26.
  - D. Fundraiser Requests from Schools, Clubs & Organizations
  - E. Contract Approvals/Renewals
6. Board to appoint an OSSBA Legislative Liaison for the upcoming legislative session. [Harry Spring, Board President]
7. Annual Public Hearing to receive input from parents/guardians of children residing on Indian land and/or tribal officials who may desire to discuss the current status of school programs or desire directions for future program development or seek modification(s) to the district's Indian Policies and Procedures, followed by a vote to approve the district's policies and procedures. [Kim Smith, Indian Education Director]
8. Consider and take action to accept the donation of \$50,000.00 for the naming rights on the Jerome Westheimer Center for the Performing Arts Marquee from Michelin North America, Inc. [Andy Davis, Superintendent]
9. Consider and take action to declare five (5) sets of unused lockers as surplus to the district, to be disposed of at the discretion of the Superintendent. [Scott Foster, Director of Operations]
10. Consider and take action to declare the following maintenance vehicles as surplus to the district, to be disposed of at the discretion of the Superintendent. [Scott Foster, Director of Operations]
11. Consider and take action to declare the following athletic items as surplus to the district, to be disposed of at the discretion of the Superintendent. [Josh Newby, Athletic Director]
12. New Business not known at the time the agenda was posted.
13. Consider and take action, if necessary, on the date, time and place of Board Meetings to be held in January at the Administration Center Board Room, 611 Veterans Blvd., Ardmore, Oklahoma:
14. Proposed executive session to discuss the following items, followed by a vote to convene into Executive Session.
15. The Board President to declare the Executive Session complete, acknowledge the Board's return to open session, and the meeting being reopened to the public; followed by the Executive Session Compliance Announcement as to who was present in the Executive Session, items discussed, note that no other business was discussed, and that no action was taken while in Executive Session.
16. Consider and take action on the recommended Certified Employment for the 2025-2026 school year: **ITEM WAS WITHDRAWN**
17. Consider and take action on the recommended Non-Certified Support Employment for the 2025-2026 school year:

18. Consider and take action on the recommended additions to the Personnel Substitute Roster for the 2025-2026 school year.
19. Consider and take action on the Certified Retirement Request for Jack Blount, Science Teacher, Ardmore High School, effective: May 21, 2026.
20. The following resignations have been received and approved by the Superintendent.
21. Adjournment

Posted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_.M., at the south entrance of the Administration Center, 611 Veterans Blvd., Ardmore, OK 73401. Notice for this meeting was provided & verified Carter County Clerk on \_\_\_\_\_.

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Terrie Colaw, Board Minutes Clerk

## **Budget Summary**

### **December 16, 2025 Board of Education Meeting**

Good evening, this is our Financial Report

#### **General Fund**

The General fund budget is progressing as expected. Our projected carryover remains \$2.2 million (8.66% of our fund balance revenues).

**Revenues:** Our Ad Valorem collections over this time last year is up by 5% (representing \$10,000 increase). Our chargeables such as our 4 mil and Gross Production is down by 6% over this time last year (representing \$82,000 reduction).

**Expenditures:** Our costs when compared to last year at this time are down by 15% (representing \$1,660,562 decrease). Last year at this time we had a substantial carryover (\$2,060,018) that had to be spent and claimed by Dec 1.

**Overall,** our cash flow is comparable to this time last year. We have ended November with \$2,293,141 which is \$300,000 more than last year.

#### **Building Fund**

We have collected \$85,000 year to date. Our ending balance is \$2,705,735. The largest expense has been the purchase of a replacement mid-range duty multi use tractor and implements.

#### **Coop Fund**

The current ending balance for the COOP fund is \$785,090. The payment of the replacement bus was made this month bring our expenditures to \$201,360.

#### **Child Nutrition**

You will notice that we have \$68,669 deficit in the Child Nutrition fund. Every year the claims for October must wait until child count is complete which pushes back receipts for one month. We will collect both the October and November claims in December at which time this deficit will be cleared up.

#### **Summary**

Overall, our cashflow is mirroring this time last year. Our budget and our projected carryovers have remained constant.

# Minutes

Regular Meeting | November 18, 2025 | Official Proceedings

**Ardmore City Schools**  
**ONE TEAM. ONE MISSION.**

The Ardmore City Schools' Board of Education for Independent School District No. 19, Carter County, Oklahoma met in regular session on November 18, 2025, at 5:30p.m. The meeting was held at the Administration Center Board Room, 611 Veterans Blvd, Ardmore, Oklahoma.

## Attendees

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>▪ Harry Spring, President</li><li>▪ Steve Oliver, Vice President</li><li>▪ Lori Capshaw, Clerk</li><li>▪ Jaclyn Woods</li></ul> | <ul style="list-style-type: none"><li>▪ Andy Davis, Superintendent</li><li>▪ Morgan Manley, Deputy Minutes Clerk</li><li>▪ November Board Meeting Sign-in Sheet</li></ul> |
|---|---|

1. The meeting was called to order at 5:30 p.m. by Board President, Harry Spring. Roll Call was conducted. Mr. Spring noted that a quorum had been established with four (4) Board Members present. Mr. Foreman was absent. Mr. Spring concluded by confirming that the agenda had been posted in compliance with the Open Meeting Act.
2. The Pledge of Allegiance was led by Race and Skylar Roller, Ardmore Middle School Students
3. Reports

- **District Update [Andy Davis, Superintendent]**

We are thrilled to announce that five AHS choir students have been accepted into the OkMEA All-State Honor Choir! It has been at least twenty years (or more) since we have had five high-school All-Staters. We are extremely proud of these students and their directors—this is a wonderful example of hard work coming to fruition.

This Friday, the Tigers head into the second round of playoffs against Cushing at Cushing High School. Kickoff is at 7:00 PM!

There are so many great things happening across the district:

- Jefferson Student Council and Take 2 have been busy visiting museums.
- Take 2 is also hosting their annual Thanksgiving Dinner.
- Lincoln students enjoyed a reward trip to the Thunder game.
- Our district-wide Animal Shelter Collection is going strong.
- Academic Teams are earning top awards.
- Theatre students have been “breaking a leg” in their performances.

Ardmore City Schools is truly making it happen! I could go on and on about the wonderful things our students and staff are accomplishing right now.

In addition, Ardmore City Schools hosted the Mindset Safety Management Regional Training at the PAC from November 10–13. A total of 25 participants attended, including 16 ACS staff members and 9 staff members from neighboring districts.

As a result of this training, ACS now has 16 certified Mindset trainers, which allows us to begin implementing districtwide training for all staff in January. Our administrators had wonderful things to say about the experience, and we are excited to continue this work moving forward.

Last but certainly not least, our teachers and staff are looking forward to the upcoming Thanksgiving Break—the countdown is officially on, based on my visits to buildings this week! We wish everyone the very best Thanksgiving and hope our staff and students return refreshed and ready to finish the semester strong.

All that being said, it's always a great day to be a Tiger.

## Consent Agenda

### 4. Consent Agenda

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

#### A. Minutes

- Regular meeting of October 23, 2025
- Special meeting of October 31, 2025

#### B. Monthly Financial Report for the Month Ending October 31, 2025.

- Activity Fund
- Treasurer's Report

#### C. Encumbrance Orders and Change Orders as listed for FY26.

##### Fundraiser Name, Number, Purchase Order Numbers

- General Fund #11: 639 - 695
- Building Fund #21: 247 - 258
- Municipal/County Tax Fund #25: 12 - 13
- 2013 Bond Fund #37: 9
- 2018 Bond Fund #39: 2

Included, please find the detailed Encumbrance Register for the items above for the time of October 10, 2025 - November 11, 2025. Also, included are the Change Order Listings for changes to an original purchase order as of October 10, 2025 - November 11, 2025, in: General Fund #11, Building Fund #21, and Child Nutrition #22.

#### D. Annual Activity Account Review | Approval

- #879 Ardmore Tiger Soccer Booster Club

#### E. Fundraiser Requests from Schools, Clubs & Organizations

##### Account, Number, Site, Name, Fundraiser, Date

- #826, AMS Vocal Music, Eagle Gourmet Brochure Fundraising
  - Jan. 7 - 23, 2026
- #841, AHS, Ardmore Band Boosters, Colorguard Bake Sale
  - 12/5/2025, 1/16/2026, 2/13/2026, 3/26/2026, 4/16/2026
- #843, AHS Vocal Music, Eagle Gourmet Brochure Fundraising
  - Jan. 7 - 23, 2026
- #874, AHS | AMS, Tennis, Team Funded
  - Nov. 11 - Dec. 15, 2025
- #879, AHS, Ardmore Tiger Soccer Booster Club, Ads for Spring Season Programs
  - Nov. 1 - Dec.1, 2025
- #879, AHS Ardmore Tiger Soccer Booster Club, Individual Sponsorships
  - Nov. 1 - Dec. 2025
- #926, AMS PTO, Boo Bags for Halloween
  - Oct. 1 - 31, 2025
- #926, AMS PTO, Wear a Hat Fridays
  - Nov. 2025 - May/2026
- #939, Admin, Public Relations, Golden Chick
  - Dec. 2025
- #951, AHS Girls Basketball, Red vs White Basketball Game
  - Nov. 21, 2025

F. Adoption | Revision to Board Policies and/or Administrative Procedures.

NEW | REVIEW

- FD-A.3a, FD-A.3, FD-A.3b Behavioral Threat Assessment

REVISED

- BA-E Code of Ethics for Board Members
- BB-C Executive Sessions
- GB-C Open Meeting Requests
- GB-C.2 Public Records Access Request

**MOTION: 2025-096**

Motion to approve the Consent Items as presented. This motion, made by Steve Oliver and seconded by Lori Capshaw, passed. Voting Yes: Capshaw, Oliver, Spring, Woods. Foreman was absent.

**REGULAR AGENDA ITEMS**

5. The Board took necessary action to adopt the resolution determining the maturities of, and setting January 22, 2026, 5:00 p.m., at the Administration Board Room, 611 Veterans Blvd., Ardmore, Oklahoma for the sale of the \$4,110,000 General Obligation Building Bonds of the School District.

**MOTION: 2025-097**

Motion was made to adopt the resolution determining the maturities of, and setting January 22, 2026, 5:00 p.m., at the Administration Board Room, 611 Veterans Blvd., Ardmore, Oklahoma for the sale of the \$4,110,000 General Obligation Building Bonds of the School District. This motion, made by Steve Oliver and seconded by Jaclyn Woods, passed. Voting Yes: Capshaw, Oliver, Spring, Woods. Foreman was absent.

6. The Board took necessary action to approve a Roadway and Utility Easement for the City of Ardmore. Mr. Harry Spring, Board President recused himself from the voting process of this item due to a potential conflict of interest. Mr. Steve Oliver, Vice President, called for a motion on this item.

**MOTION: 2025-098**

Motion was made to approve a Roadway and Utility Easement for the City of Ardmore. This motion, made by Jaclyn Woods and seconded by Lori Capshaw, passed. Voting Yes: Capshaw, Oliver, Woods. Spring recused himself. Foreman was absent.

7. The Board took necessary action to approve the 2026-2027 Student Academic Calendar.

**MOTION: 2025-099**

Motion was made to approve the 2026-2027 Student Academic Calendar. This motion, made by Lori Capshaw and seconded by Jaclyn Woods, passed. Voting Yes: Capshaw, Oliver, Spring, Woods. Foreman was absent.

8. No New Business.

9. Next Scheduled Regular Meeting: December 16, 2025, 5:30p.m., Ardmore Administration Board Room, 611 Veterans Blvd., Ardmore, Oklahoma.

**EXECUTIVE SESSION**

10. Harry Spring, Board President, proposed executive session to discuss the following items. The Board took necessary action to convene into Executive Session at 5:42 p.m.

- Terms of Contract for Andy Davis, Superintendent, as authorized by 307 (B)(1).
- Recommendations for Non-Certified Support employment for the 2025-2026 school year, as authorized by 25 O.S. Section 307 (B)(1):
  - Head Custodian, Ardmore High School
  - Custodian, Jefferson 5th and 6th Grade Center
  - Teacher Assistant, Lincoln 3rd and 4th Grade Center
- Recommendation(s) for addition to the Personnel Substitute Roster for the 2025-2026 school year, as authorized by 25 O.S. Section 307 (B)(1).

**MOTION: 2025-100**

Motion was made to convene into Executive Session at 5:42 p.m. This motion, made by Jaclyn Woods and seconded by Lori Capshaw, passed. Voting Yes: Capshaw, Oliver Spring, Woods. Foreman was absent.

11. Harry Spring, Board President declared the Executive Session complete, acknowledged the Board's return to open session, and the meeting being reopened to the public at 6:25 p.m.; followed by the Executive Session Compliance Announcement as to who was present in the Executive Session [*Lori Capshaw, Steve Oliver, Harry Spring, Jaclyn Woods, along with Andy Davis, Superintendent*]. No action was taken during Executive Session. All matters discussed were limited to the items authorized in the Executive Session Agenda as permitted under 25 O. S. § 307(B)(1) and § 307(B)(2) of the Oklahoma Open Meeting Act.

**PERSONNEL ITEMS**

12. The Board took necessary action to approve a one-year extension to the Superintendent's Contract for Andy Davis, revising the contract end date to September 19, 2028.

**MOTION: 2025-101**

Motion was made to approve a one-year extension to the Superintendent's Contract for Andy Davis, revising the contract end date to September 19, 2028. This motion, made by Steve Oliver and seconded by Lori Capshaw, passed. Voting Yes: Capshaw, Oliver, Spring, Woods. Foreman was absent.

13. The Board took necessary action on the recommended non-certified support employment for the 2025-2026 school year:

- Randy Coffey, Head Custodian, Ardmore High School
- Amanda LeMelle, Custodian, Jefferson 5<sup>th</sup> and 6<sup>th</sup> Grade Center
- Evelyn Reed, Teacher Assistant, Lincoln 3<sup>rd</sup> and 4<sup>th</sup> Grade Center

**MOTION: 2025-102**

Motion was made to approve the recommended non-certified support employment for the 2025-2026 school year. This motion, made by Lori Capshaw and seconded by Jaclyn Woods, passed. Voting Yes: Capshaw, Oliver, Spring, Woods. Foreman was absent.

14. The Board took necessary action to approve the recommended additions to the Personnel Substitute Rosters for the 2025-2026 school year:

- Wesley Benson, Substitute Transportation
- Jena Ezzo, Child Nutrition Substitute
- Chelsi Fritch, Child Nutrition Substitute
- Rachel Jones, Non-Degreed Substitute

**MOTION: 2025-103**

Motion was made to approve the recommended additions to the Personnel Substitute Roster for the 2025-2026 school year. This motion, made by Lori Capshaw and seconded by Jaclyn Woods, passed. Voting Yes: Capshaw, Oliver, Spring, Woods. Foreman was absent.

15. No Resignation Received

16. Mr. Harry Spring, Board President, adjourned the meeting at 6:26 p.m.

Harry Spring, Board of Education President

  
Morgan Manley, Board of Education Deputy Minutes Clerk

## MINUTES AND RESOLUTION AUTHORIZING SALE OF BONDS

The Board of Education of Independent School District Number 19 of Carter County, Oklahoma, met in Regular Session at the Board Room, Administration Center, Ardmore City Public Schools, 611 Veterans Blvd, Ardmore, Oklahoma, in said School District on the 18th day of November, 2025, at 5:30 o'clock p.m.

PRESENT: HARRY SPRING, President; STEVE OLIVER, Vice President; LORI CAPSHAW, Clerk and Member; JACLYN WOODS, Member

ABSENT: JAMES FOREMAN, JR., Member

Notice of the schedule of regular meetings of the School District for the calendar year 2025 was given in writing, to the County Clerk of Carter County, Oklahoma at 12:49 o'clock p.m. on the 20th day of November, 2024, and public notice of this meeting, setting forth the date, time, place and agenda was posted at the south entrance door of the Administration Center, in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at 3:00 o'clock p.m. on the 14th day of November, 2025, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays, and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto).

### (OTHER PROCEEDINGS)

Thereupon **SPRING** introduced a Resolution which was read in full by the Clerk, and upon motion by **OLIVER**, seconded by **WOODS**, was adopted by the following vote:

AYE: SPRINGS, OLIVER, CAPSHAW, WOODS

NAY: None

Said Resolution was thereupon signed by the President, attested by the Clerk, sealed with the seal of said School District, and is as follows:

### RESOLUTION

A resolution fixing the amount of bonds to mature each year, fixing the time and place the bonds are to be sold, and authorizing the clerk to give notice of said sale as required by law.

WHEREAS, the issuance of \$44,165,000 of General Obligation Building Bonds by Independent School District No. 19 of Carter County, Oklahoma, has been duly authorized at an election held on the 3rd day of April, 2018, for that purpose; and

WHEREAS, \$15,395,000 of the \$44,165,000 has previously been sold, issued and delivered, and the Board of Education of Independent School District No. 19 of Carter County, Oklahoma, now desires to sell a ninth installment of \$4,110,000;

Now, therefore, be it resolved by the Board of Education of Independent School District No. 19 of Carter County, Oklahoma:

#### SECTION 1.

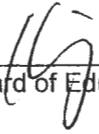
That the \$4,110,000 of General Obligation Building Bonds of Independent School District No. 19 of Carter County, Oklahoma, voted on the 3rd day of April, 2018, shall be offered for sale at the Board Room, Administration Center, Ardmore City Public Schools, 611 Veterans Blvd, Ardmore, Oklahoma, on the 22nd day of January, 2026, at 12:30 o'clock p.m.; said Bonds to become due:

\$4,110,000 in two years from their date.

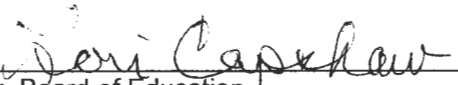
SECTION 2.

That the Clerk of the Board of Education is hereby ordered and directed to cause notice of the sale of said Bonds to be given as required by law.

ADOPTED this 18th day of November, 2025.

  
\_\_\_\_\_  
President, Board of Education

ATTEST:

  
\_\_\_\_\_  
Clerk, Board of Education

(SCHOOL DISTRICT SEAL)



## Treasurer's Report of School Activity Funds For the Month Ended November 30, 2025

	Checking & Sweep Accounts	*Investment in CDs	Total Activity Fund
First Nat'l Bank & Trust Co., Ardmore, Okla.:			
Beginning Balance as of 11/1/2025:	\$ 1,172,494.24		1,172,494.24
Receipts	136,453.18		136,453.18
Voided Check from Prior Month	-		-
Investment Purchases	-		-
Investment Maturities	-		-
Disbursements	(216,705.92)		(216,705.92)
	<u>\$ 1,092,241.50</u>	<u>\$ -</u>	<u>\$ 1,092,241.50</u>
Ending Balance as of 11/30/2025:	<u>\$ 1,092,241.50</u>	<u>\$ -</u>	<u>\$ 1,092,241.50</u>
FNB Balance as of 11/30/2025:	\$ 1,161,521.82		
Less Outstanding Checks	<u>(69,280.32)</u>		
Reconciled Bank Balance as of 11/30/2025:	<u>\$ 1,092,241.50</u>	-	
 <b><u>Investments - CDs</u></b>	 <u>\$ -</u>		

# ARDMORE CITY SCHOOLS

## Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 11/1/2025 - 11/30/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
<b>Unit - 052 ADMINISTRATION BUILDING</b>							
888 SPIRIT OF THE TIGERS	\$18,352.81	\$0.00	\$0.00	\$983.32	\$17,369.49	\$0.00	\$17,369.49
895 ELEMENTARY MUSIC	\$9,335.72	\$1,562.71	\$0.00	\$3,644.55	\$7,253.88	\$976.00	\$6,277.88
896 HUGS	\$113,574.43	\$6,599.00	\$0.00	\$39,386.14	\$80,787.29	\$0.00	\$80,787.29
898 TRANSPORTATION	\$527.82	\$0.00	\$0.00	\$0.00	\$527.82	\$0.00	\$527.82
899 OPERATIONAL	\$104,284.43	\$5,292.50	\$0.00	\$10.00	\$109,566.93	\$0.00	\$109,566.93
901 UNITED WAY DONATION ACCOUNT	\$971.26	\$0.00	\$0.00	\$0.00	\$971.26	\$0.00	\$971.26
907 SPECIAL OLYMPICS	\$6,264.62	\$0.00	\$0.00	\$0.00	\$6,264.62	\$0.00	\$6,264.62
912 ACS IEC BOOSTER	\$5,096.76	\$0.00	\$0.00	\$40.00	\$5,056.76	\$0.00	\$5,056.76
913 ACS NATIVE AMERICAN CLUB	\$2,841.34	\$0.00	\$0.00	\$0.00	\$2,841.34	\$0.00	\$2,841.34
917 SUNSHINE WELFARE	\$413.83	\$10.81	\$0.00	\$0.00	\$424.64	\$0.00	\$424.64
939 PUBLIC RELATIONS	\$6,079.17	\$0.00	\$0.00	\$350.00	\$5,729.17	\$0.00	\$5,729.17
962 CHILD NUTRITION	\$3,109.50	\$3,682.42	\$0.00	\$3,109.50	\$3,682.42	\$0.00	\$3,682.42
<b>Total Unit - 052 ADMINISTRATION BUILDING</b>	<b>\$270,851.69</b>	<b>\$17,147.44</b>	<b>\$0.00</b>	<b>\$47,523.51</b>	<b>\$240,475.62</b>	<b>\$976.00</b>	<b>\$239,499.62</b>
<b>Unit - 110 Charles Evans Elementary</b>							
801 CHARLES EVANS	\$16,727.18	\$720.00	\$0.00	\$4,888.58	\$12,558.60	\$0.00	\$12,558.60
802 CHARLES EVANS LIBRARY	\$4,538.82	\$0.00	\$0.00	\$2,379.83	\$2,158.99	\$0.00	\$2,158.99
803 CHARLES EVANS PTO	\$6,770.45	\$804.21	\$0.00	\$762.61	\$6,812.05	\$0.00	\$6,812.05
911 CHARLES EVANS WELFARE	\$201.33	\$149.00	\$0.00	\$24.65	\$325.68	\$0.00	\$325.68
<b>Total Unit - 110 Charles Evans Elementary</b>	<b>\$28,237.78</b>	<b>\$1,673.21</b>	<b>\$0.00</b>	<b>\$8,055.67</b>	<b>\$21,855.32</b>	<b>\$0.00</b>	<b>\$21,855.32</b>
<b>Unit - 120 Jefferson Elementary</b>							
811 JEFFERSON	\$14,647.09	\$9,064.00	\$0.00	\$135.98	\$23,575.11	\$1,016.11	\$22,559.00
813 JEFFERSON PTO	\$2,993.07	\$687.00	\$0.00	\$154.55	\$3,525.52	\$0.00	\$3,525.52
818 JEFFERSON STAFF ACTIVITY	\$607.75	\$0.00	\$0.00	\$0.00	\$607.75	\$0.00	\$607.75
893 6th GRADE ENVIROMENTAL CAMP	\$2,867.00	\$0.00	\$0.00	\$0.00	\$2,867.00	\$0.00	\$2,867.00
906 CLEARING ACCOUNT	\$36.75	\$0.00	\$0.00	\$0.00	\$36.75	\$0.00	\$36.75
<b>Total Unit - 120 Jefferson Elementary</b>	<b>\$21,151.66</b>	<b>\$9,751.00</b>	<b>\$0.00</b>	<b>\$290.53</b>	<b>\$30,612.13</b>	<b>\$1,016.11</b>	<b>\$29,596.02</b>
<b>Unit - 125 Lincoln Elementary</b>							
808 LINCOLN SUNSHINE ACCOUNT	\$2,593.12	\$380.00	\$0.00	\$0.00	\$2,973.12	\$0.00	\$2,973.12
814 LINCOLN	\$11,000.31	\$157.00	\$0.00	\$0.00	\$11,157.31	\$0.00	\$11,157.31
815 LINCOLN LIBRARY	\$7,194.25	\$198.50	\$0.00	\$4,244.05	\$3,148.70	\$0.00	\$3,148.70
816 LINCOLN PTO	\$6,342.61	\$1,290.06	\$0.00	\$1,073.95	\$6,558.72	\$643.73	\$5,914.99
906 CLEARING ACCOUNT	\$16.00	\$0.00	\$0.00	\$0.00	\$16.00	\$0.00	\$16.00
<b>Total Unit - 125 Lincoln Elementary</b>	<b>\$27,146.29</b>	<b>\$2,025.56</b>	<b>\$0.00</b>	<b>\$5,318.00</b>	<b>\$23,853.85</b>	<b>\$643.73</b>	<b>\$23,210.12</b>
<b>Unit - 135 Will Rogers Elementary</b>							
804 WILL ROGERS ACTIVITY	\$31,346.65	\$391.00	\$0.00	\$2,458.90	\$29,278.75	\$0.00	\$29,278.75
805 WILL ROGERS LIBRARY	\$1,888.19	\$0.00	\$0.00	\$0.00	\$1,888.19	\$0.00	\$1,888.19
806 WILL ROGERS WELFARE	\$899.16	\$0.00	\$0.00	\$0.00	\$899.16	\$0.00	\$899.16
817 WILL ROGERS PTO	\$17,087.80	\$993.40	\$0.00	\$814.34	\$17,266.86	\$380.98	\$16,885.88
906 CLEARING ACCOUNT	\$23.00	\$0.00	\$0.00	\$0.00	\$23.00	\$0.00	\$23.00
<b>Total Unit - 135 Will Rogers Elementary</b>	<b>\$51,244.80</b>	<b>\$1,384.40</b>	<b>\$0.00</b>	<b>\$3,273.24</b>	<b>\$49,355.96</b>	<b>\$380.98</b>	<b>\$48,974.98</b>
<b>Unit - 505 ARDMORE MIDDLE SCHOOL</b>							
823 AMS FOOTBALL	\$810.00	\$0.00	\$0.00	\$0.00	\$810.00	\$0.00	\$810.00
824 AMS COLLEGE READINESS	\$254.48	\$0.00	\$0.00	\$0.00	\$254.48	\$0.00	\$254.48
825 AMS ATHLETIC ACTIVITY	\$3,718.64	\$0.00	\$0.00	\$0.00	\$3,718.64	\$1,817.90	\$1,900.74
826 AMS VOCAL MUSIC	\$2,494.84	\$1,420.00	\$0.00	\$838.42	\$3,076.42	\$150.00	\$2,926.42
827 AMS POM SQUAD	\$1,967.70	\$3,736.50	\$0.00	\$700.00	\$5,004.20	\$0.00	\$5,004.20
828 AMS MISCELLANEOUS	\$3,026.00	\$0.00	\$0.00	\$0.00	\$3,026.00	\$0.00	\$3,026.00
829 AMS CHEERLEADERS	\$9,538.68	\$0.00	\$0.00	\$0.00	\$9,538.68	\$895.67	\$8,643.01
830 AMS SCIENCE EXPLORERS	\$3,991.19	\$0.00	\$0.00	\$0.00	\$3,991.19	\$0.00	\$3,991.19
831 AMS ART	\$499.11	\$0.00	\$0.00	\$0.00	\$499.11	\$0.00	\$499.11
832 AMS STUDENT COUNCIL	\$692.76	\$0.00	\$0.00	\$0.00	\$692.76	\$0.00	\$692.76
833 AMS FCCLA	\$2,102.95	\$0.00	\$0.00	\$0.00	\$2,102.95	\$0.00	\$2,102.95
834 AMS NJHS	\$8,488.93	\$0.00	\$0.00	\$479.50	\$8,009.43	\$0.00	\$8,009.43
835 AMS GIRLS ATHLETICS	\$7,978.80	\$0.00	\$0.00	\$737.50	\$7,241.30	\$569.57	\$6,671.73
884 AMS LIBRARY	\$1,148.40	\$1,546.38	\$0.00	\$0.00	\$2,694.78	\$0.00	\$2,694.78
906 CLEARING ACCOUNT	\$139.61	\$0.00	\$0.00	\$0.00	\$139.61	\$0.00	\$139.61

# ARDMORE CITY SCHOOLS

## Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 11/1/2025 - 11/30/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
<b>Unit - 505 ARDMORE MIDDLE SCHOOL</b>							
923 AMS DRAMA CLUB	\$972.49	\$60.00	\$0.00	\$0.00	\$1,032.49	\$0.00	\$1,032.49
926 AMS PTO	\$1,313.19	\$229.00	\$0.00	\$0.00	\$1,542.19	\$0.00	\$1,542.19
931 AMS YEARBOOK	\$632.50	\$0.00	\$0.00	\$0.00	\$632.50	\$0.00	\$632.50
933 AMS STAFF ACTIVITY	\$108.98	\$0.00	\$0.00	\$0.00	\$108.98	\$0.00	\$108.98
<b>Total Unit - 505 ARDMORE MIDDLE SCHOOL</b>	<b>\$49,879.25</b>	<b>\$6,991.88</b>	<b>\$0.00</b>	<b>\$2,755.42</b>	<b>\$54,115.71</b>	<b>\$3,433.14</b>	<b>\$50,682.57</b>
<b>Unit - 705 ARDMORE HIGH SCHOOL</b>							
837 AHS ART	\$737.48	\$0.00	\$0.00	\$0.00	\$737.48	\$0.00	\$737.48
839 AHS BAND	\$60,163.99	\$340.00	\$0.00	\$17,014.23	\$43,489.76	\$0.00	\$43,489.76
841 AHS BAND BOOSTER CLUB	\$15,281.67	\$452.39	\$0.00	\$467.79	\$15,266.27	\$0.00	\$15,266.27
842 ARDMORE PIANO	\$564.71	\$0.00	\$0.00	\$0.00	\$564.71	\$0.00	\$564.71
843 AHS VOCAL MUSIC	\$3,598.91	\$1,626.85	\$0.00	\$748.84	\$4,476.92	\$1,160.00	\$3,316.92
844 AHS TEST FEES	\$6,657.09	\$0.00	\$0.00	\$0.00	\$6,657.09	\$0.00	\$6,657.09
845 AHS CLASS OF 2026	\$5,575.21	\$0.00	\$0.00	\$187.39	\$5,387.82	\$0.00	\$5,387.82
847 AHS CLASS OF 2028	\$795.81	\$0.00	\$0.00	\$26.43	\$769.38	\$0.00	\$769.38
848 AHS CLASS OF 2029	\$244.07	\$0.00	\$0.00	\$0.00	\$244.07	\$0.00	\$244.07
850 AHS CLASS OF 2027	\$1,198.77	\$0.00	\$0.00	\$0.00	\$1,198.77	\$0.00	\$1,198.77
851 AHS FORENSIC BOOSTER CLUB	\$11.29	\$0.00	\$0.00	\$0.00	\$11.29	\$0.00	\$11.29
852 AHS CRITERION	\$14,063.68	\$0.00	\$0.00	\$0.00	\$14,063.68	\$0.00	\$14,063.68
853 AHS ROBOTICS CLUB	\$621.21	\$0.00	\$0.00	\$0.00	\$621.21	\$0.00	\$621.21
854 YOUTH & GOVERNMENT	\$163.33	\$0.00	\$0.00	\$0.00	\$163.33	\$0.00	\$163.33
857 AHS FORENSICS	\$2,786.51	\$3,029.45	\$0.00	\$0.00	\$5,815.96	\$0.00	\$5,815.96
859 AHS FCCLA	\$5,893.01	\$1,246.00	\$0.00	\$3,127.36	\$4,011.65	\$0.00	\$4,011.65
863 AHS LIBRARY	\$67.30	\$938.28	\$0.00	\$0.00	\$1,005.58	\$0.00	\$1,005.58
864 AHS MISCELLANEOUS	\$13,434.90	\$90.00	\$0.00	\$506.00	\$13,018.90	\$0.00	\$13,018.90
867 AHS SCIENCE CLUB	\$709.95	\$0.00	\$0.00	\$0.00	\$709.95	\$0.00	\$709.95
869 AHS INTERNATIONAL CLUB	\$663.16	\$0.00	\$0.00	\$0.00	\$663.16	\$0.00	\$663.16
870 ARDMORE MUSICAL THEATRE	\$15,670.33	\$20,000.00	\$0.00	\$0.00	\$35,670.33	\$0.00	\$35,670.33
871 AHS STRINGS/ORCHESTRA	\$8,360.45	\$851.00	\$0.00	\$0.00	\$9,211.45	\$120.00	\$9,091.45
872 AHS STUDENT COUNCIL	\$768.51	\$0.00	\$0.00	\$0.00	\$768.51	\$0.00	\$768.51
906 CLEARING ACCOUNT	\$0.00	\$143.00	\$0.00	\$0.00	\$143.00	\$0.00	\$143.00
938 AHS BENEVOLENCE	\$1,429.12	\$74.04	\$0.00	\$34.98	\$1,468.18	\$0.00	\$1,468.18
<b>Total Unit - 705 ARDMORE HIGH SCHOOL</b>	<b>\$159,460.46</b>	<b>\$28,791.01</b>	<b>\$0.00</b>	<b>\$22,113.02</b>	<b>\$166,138.45</b>	<b>\$1,280.00</b>	<b>\$164,858.45</b>
<b>Unit - 708 ATHLETICS</b>							
838 AHS ATHLETICS	\$80,762.62	\$40,032.69	\$0.00	\$14,387.72	\$106,407.59	\$4,814.95	\$101,592.64
855 AHS POM SQUAD	\$9,976.94	\$0.00	\$0.00	\$1,014.04	\$8,962.90	\$96.80	\$8,866.10
856 AHS DUGOUT CLUB	\$11,584.48	\$0.00	\$0.00	\$563.00	\$11,021.48	\$0.00	\$11,021.48
866 AHS QUARTERBACK CLUB	\$655.37	\$0.00	\$0.00	\$0.00	\$655.37	\$0.00	\$655.37
868 AHS eSPORTS	\$6,666.42	\$120.00	\$0.00	\$0.00	\$6,786.42	\$0.00	\$6,786.42
873 AHS TAKEDOWN CLUB	\$7,044.85	\$0.00	\$0.00	\$0.00	\$7,044.85	\$0.00	\$7,044.85
874 AHS TENNIS CLUB	\$270.62	\$400.00	\$0.00	\$80.00	\$590.62	\$0.00	\$590.62
875 ARDMORE POWERLIFTING	\$953.04	\$0.00	\$0.00	\$0.00	\$953.04	\$0.00	\$953.04
878 AHS VARSITY CHEERLEADERS	\$5,060.60	\$497.78	\$0.00	\$1,261.47	\$4,296.91	\$232.34	\$4,064.57
879 TIGER SOCCER BOOSTER CLUB	\$28,687.24	\$2,151.00	\$0.00	\$140.00	\$30,698.24	\$7,385.55	\$23,312.69
897 AHS TIGER TRACK MEET	\$1,677.82	\$0.00	\$0.00	\$0.00	\$1,677.82	\$0.00	\$1,677.82
918 AHS GIRLS FASTPITCH CLUB	\$9,964.74	\$0.00	\$0.00	\$1,161.82	\$8,802.92	\$0.00	\$8,802.92
919 AHS SOCCER	\$3,093.91	\$0.00	\$0.00	\$0.00	\$3,093.91	\$1,829.04	\$1,264.87
921 AHS STATE TRACK MEET	\$6.75	\$0.00	\$0.00	\$0.00	\$6.75	\$0.00	\$6.75
943 AHS FOOTBALL CAMP	\$15,132.19	\$775.00	\$0.00	\$0.00	\$15,907.19	\$0.00	\$15,907.19
944 TIGER BOYS BASKETBALL	\$2,751.50	\$306.50	\$0.00	\$146.00	\$2,912.00	\$0.00	\$2,912.00
945 AHS ADVERTISING REVENUE	\$5,337.33	\$0.00	\$0.00	\$0.00	\$5,337.33	\$0.00	\$5,337.33
951 LADY TIGER BASKETBALL	\$1,827.51	\$306.50	\$0.00	\$0.00	\$2,134.01	\$0.00	\$2,134.01
953 AHS TIGER RUN ACCOUNT	\$5,479.31	\$0.00	\$0.00	\$0.00	\$5,479.31	\$0.00	\$5,479.31
964 AHS SPORTS MEDICINE	\$31.55	\$0.00	\$0.00	\$0.00	\$31.55	\$0.00	\$31.55
972 AHS GOLF	\$29,262.99	\$0.00	\$0.00	\$2,142.37	\$27,120.62	\$5,449.00	\$21,671.62
<b>Total Unit - 708 ATHLETICS</b>	<b>\$226,227.78</b>	<b>\$44,589.47</b>	<b>\$0.00</b>	<b>\$20,896.42</b>	<b>\$249,920.83</b>	<b>\$19,807.68</b>	<b>\$230,113.15</b>
<b>Unit - 710 Westheimer Performing Arts Center</b>							

## ARDMORE CITY SCHOOLS

### Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 11/1/2025 - 11/30/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Unit - 710 Westheimer Performing Arts Center							
858 WESTHEIMER PAC	\$338,294.53	\$24,099.21	\$0.00	\$106,480.11	\$255,913.63	\$21,000.00	\$234,913.63
<b>Total Unit - 710 Westheimer Performing Arts Center</b>	<b>\$338,294.53</b>	<b>\$24,099.21</b>	<b>\$0.00</b>	<b>\$106,480.11</b>	<b>\$255,913.63</b>	<b>\$21,000.00</b>	<b>\$234,913.63</b>
<b>Total</b>	<b>\$1,172,494.24</b>	<b>\$136,453.18</b>	<b>\$0.00</b>	<b>\$216,705.92</b>	<b>\$1,092,241.50</b>	<b>\$48,537.64</b>	<b>\$1,043,703.86</b>



**DISTRICT TREASURER'S MONTHLY REPORT**  
 To the Board of Education, District I-19, Ardmore, Carter County, Oklahoma  
 For the Month Ending November 30, 2025

**FUND BALANCES**

Form B

Name of Funds	Beginning Balance 11/1/2025	Deposits	Investment in CDs		Disbursed	Bank Balance 11/30/2025	Outstanding Checks	Ending Balance 11/30/2025	Short-Term CDs by Fund	Total Cash & CDs by Fund
			Purchases	Maturities						
General Fund	\$ 4,039,911.00	\$ 1,388,395.83			\$ (2,584,085.69)	\$ 2,844,221.14	\$ (551,080.12)	\$ 2,293,141.02	-	\$ 2,293,141.02
Coop Fund	984,074.70	2,375.75			(201,360.18)	785,090.27	(18,439.73)	766,650.54	-	766,650.54
Building Fund	2,878,277.81	12,540.58			(185,082.96)	2,705,735.43	(30,123.18)	2,675,612.25	-	2,675,612.25
Child Nutrition Fund	142,685.68	10,365.71			(221,721.25)	(68,669.86)	(38,807.08)	(107,476.94)	-	(107,476.94)
County Sales Tax Fund	2,456,905.49	84,836.89			(222,511.70)	2,319,230.68	-	2,319,230.68	-	2,319,230.68
Bond Fund # 31 - 2018 Lease Purchase Pymts	2,354,120.25	6,331.02			-	2,360,451.27	-	2,360,451.27	-	2,360,451.27
Bond Fund #37 - 2013 Lease Purchase Pymts	772,264.12	2,076.88			-	774,341.00	-	774,341.00	-	774,341.00
2018 Bond Fund #38 Buses	-	-			-	-	-	-	-	-
2019 Bond Fund #39 PAC, Jeff, Vehicles	26,965.92	72.52			-	27,038.44	-	27,038.44	-	27,038.44
Sinking Fund	5,284,738.26	36,879.35			(77,875.00)	5,243,742.61	-	5,243,742.61	-	5,243,742.61
Endowments Fund	21,002.55	1,186.71			(1,330.00)	20,859.26	-	20,859.26	-	20,859.26
Gifts Fund	3,807.45	9.57			(500.00)	3,317.02	-	3,317.02	-	3,317.02
<b>TOTAL</b>	<b>\$ 18,964,753.23</b>	<b>\$ 1,545,070.81</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (3,494,466.78)</b>	<b>\$ 17,015,357.26</b>	<b>\$ (638,450.11)</b>	<b>\$ 16,376,907.15</b>	<b>\$ -</b>	<b>\$ 16,376,907.15</b>

**INVESTMENTS - CDs**

**Purchase Date      Maturity Date**

\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$ -	\$0.00
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**DISTRICT TREASURER'S MONTHLY REPORT**

To the Board of Education, District I-19, Ardmore, Carter County, Oklahoma  
For the Month Ending November 30, 2025

**WARRANT RECORDS**

**Form C**

Fund and Fiscal Year	Warrants Outstanding 11/1/2025	During the Month of November 2025			Outstanding Warrants 11/30/2025	Total by Fund
		Warrants Issued	Warrants Paid	Voided Warrants		
General Fund FY26	\$ 799,761.20	\$ 2,332,082.84	\$ (2,584,085.69)	\$ -	547,758.35	
General Fund FY25	\$ 3,131.82				3,131.82	
General Fund FY24	189.95				189.95	\$ 551,080.12
Coop Fund FY26	26,872.52	192,927.39	(201,360.18)		18,439.73	
Coop Fund FY25	-				-	18,439.73
Building Fund FY26	6,018.54	209,187.60	(185,082.96)		30,123.18	
Building Fund FY25	-				-	30,123.18
Child Nutrition Fund FY 26	60,923.10	199,605.23	(221,721.25)		38,807.08	
Child Nutrition Fund FY25	-				-	
Child Nutrition Fund FY24	-				-	38,807.08
County Sales Tax Fund FY26	-	222,511.70	(222,511.70)		-	
County Sales Tax Fund FY25	-				-	
Bond Fund # 31 - 2018 Lease Purchase Pymts FY26	-				-	
Bond Fund # 37 - 2013 Lease Purchase Pymts FY26	-				-	
Bond Fund # 37 - 2013 Lease Purchase Pymts FY25	-				-	
2018 Bond Fund #38 FY26	-				-	
2019 Bond Fund #39 FY26	-				-	
2019 Bond Fund #39 FY25	-				-	
Sinking Fund FY26	-	77,875.00	(77,875.00)		-	
Sinking Fund FY25	-				-	
Endowments Fund FY26	-	1,330.00	(1,330.00)		-	
Endowments Fund FY25	-				-	
Gifts Fund FY26	-	500.00	(500.00)		-	
Gifts Fund FY25	-				-	
<b>TOTAL</b>	<b>\$ 896,897.13</b>	<b>\$ 3,236,019.76</b>	<b>\$ (3,494,466.78)</b>	<b>\$ -</b>	<b>\$ 638,450.11</b>	<b>\$ 638,450.11</b>

I hereby certify that the within foregoing reports are true and correct as shown by the records of my office and I further certify that the collections made by the office are deposited in the official depository bank as required by law.

RECEIVED BY THE BOARD OF EDUCATION  
16th Day of December 2025

DISTRICT TREASURER

BOARD CLERK



**Receipt Register**

**Options:** Fund: Governmental Funds, Show Detail: No, Date Range: 11/1/2025 - 11/30/2025, Account: FIRST NATIONAL BANK & TRUST, Status: All

Receipt No	Date	Received From	Amount	Status
127	11/13/2025	SDE - Textbooks	\$14,394.78	Posted
128	11/13/2025	Foundation and Salary Aid	\$614,581.63	Posted
129	11/13/2025	SDE - Reading Sufficiency #367	\$105,606.27	Posted
130	11/19/2025	Impact Aid FY2026 - Pmt #1	\$35,905.00	Posted
131	11/20/2025	Land Ofc - Land Earnings Nov	\$34,817.76	Posted
132	11/12/2025	OTC - Commissions - October	\$195,065.09	Posted
133	11/7/2025	AHS Student - Bus Badge Replacement	\$15.00	Posted
134	11/14/2025	Kim SMith - JOM Reimbursement for Meals	\$5.00	Posted
135	11/6/2025	Carter County Clerk - AD Valorem - October	\$75,305.06	Posted
136	11/6/2025	Ohiopyle Prints - Commission	\$3.13	Posted
137	11/6/2025	OG&E - Leaflet Scholarship	\$1,130.50	Posted
138	11/6/2025	TRS - Refund fro Amanda Roundtree overpmt to TRS	\$142.96	Posted
139	11/14/2025	AHS Student - Bus Badge Replacement	\$10.00	Posted
140	11/14/2025	Harlow Dance & Performance Arts - PAC Room Rental	\$200.00	Posted
141	11/14/2025	OK Iron and Metal - Surplus	\$27.00	Posted
142	11/14/2025	DRS- Student Worker: Prado-Garcia and Myles	\$348.00	Posted
143	11/13/2025	SDE - Support in Lieu of	\$15,160.03	Posted
144	11/13/2025	SDE - SUpport Health Allowance	\$108,425.52	Posted
145	11/13/2025	SDE - Certified Helath Allowance	\$119,878.92	Posted
146	11/13/2025	SDE - Certified in Lieu of	\$2,258.61	Posted
147	11/1/2025	Child Nutrition - September Daily Deposits	\$4,977.20	Posted
148	11/1/2025	AHS Students - Bus Badge Replacement	\$30.00	Posted
149	11/1/2025	ACS - Taxable Fringe Benefits - Oct	\$1,312.00	Posted
150	11/1/2025	ACS - Taxable Fringe Benefits - Sept	\$1,312.00	Posted
151	11/1/2025	T-Mobile - Commissions - Oct	\$684.00	Posted
152	11/1/2025	Big Five Head Start - September Meals	\$2,179.62	Posted
153	11/4/2025	OKDHS - HUGS Tuition - Nov	\$2,893.10	Posted
154	11/12/2025	OKDHS - HUGS Tuition - Nov	\$3,747.80	Posted
155	11/18/2025	OKDHS - HUGS Tuition - Nov	\$3,680.20	Posted
156	11/20/2025	Carter County Clerk - Sales Tax - October	\$78,423.19	Posted
157	11/20/2025	American Fidelity - SPF Refund M. Vasquez	\$14.94	Posted
158	11/20/2025	American Fidelity - SPF Refund - P. Jeong	\$7.80	Posted
159	11/20/2025	Michelin - Donation - AHS Radios	\$4,470.00	Posted
160	11/20/2025	HUGS - FY26 Jul - Oct Expenses	\$37,980.14	Posted
161	11/20/2025	Child Nutrition - October Daily Deposits	\$3,109.50	Posted
162	11/21/2025	Vanguard GMC of Sherman - Refund TTL	\$686.96	Posted
163	11/21/2025	AHS Students - Bus Badge Replacement	\$30.00	Posted
164	11/25/2025	OKDHS - HUGS Tuition - Nov	\$2,253.25	Posted
165	11/26/2025	OHCA - Medicaid Reimb	\$20,556.23	Posted
166	11/26/2025	SDE - IDEA B Trans Dev Prgm #618 Claim Jul-Oct	\$5,126.26	Posted
167	11/30/2025	November 2025 IntraFl Interest	\$48,316.36	Posted

**Year and Fund Totals:**

2026	11	\$1,388,395.83
2026	12	\$2,375.75
2026	21	\$12,540.58
2026	22	\$10,365.71
2026	25	\$84,836.89
2026	31	\$6,331.02
2026	37	\$2,076.88

# ARDMORE CITY SCHOOLS

## Receipt Register

**Options:** Fund: Governmental Funds, Show Detail: No, Date Range: 11/1/2025 - 11/30/2025, Account: FIRST NATIONAL BANK & TRUST, Status: All

2026	39	\$72.52
2026	41	\$36,879.35
2026	50	\$1,186.71
2026	81	\$9.57

**Total Receipts Posted =** \$1,545,070.81

**Total Receipts Not Posted =** \$0.00

**To: Board of Education**

**Date: 12.10.2025**

**From: Chaundra Holley, Encumbrance Clerk**

**Subject: Encumbrances (Purchase Orders) for Review & Approval**

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**Encumbrance Registers for FY26**

<u>Fund Name &amp; Number</u>	<u>Purchase Order Numbers</u>
<b>General Fund #11</b>	<b>696 - 732</b>
<b>Building Fund #21</b>	<b>259 - 262</b>
<b>Municipal/County Tax Fund #25</b>	<b>14 - 15</b>

**Included, please find the detailed Encumbrance Register for the items above for the time of November 12, 2025 – December 10, 2025. Also Included are the Change Order Listings for changes to an original purchase order as of November 12, 2025 – December 10, 2025 in: General Fund #11, Building Fund #21 and Child Nutrition #22**

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## ARDMORE CITY SCHOOLS

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 696 - 49999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	696	11/18/2025	85409	Lorraine Ernest	Guest Mast Inst./AHS Voice/Title IV #552	259.20
11	697	11/19/2025	85410	Jeremy Brian Blackwood	Guest Master Instr/AHS Voice/Title IV #552	227.00
11	698	11/19/2025	85411	Oklahoma City Public Schools	Boys Basketball Scrimmage/AHS/Athletics #053	150.00
11	699	11/19/2025	84487	Teamleader	Cheer Skirts/AHS/ Cheer #170	1,500.00
11	700	11/19/2025	132	CCOSA	Registration Fee/OASSP/OMLEA Conf/Dist. Wide #007	249.00
11	701	11/19/2025	73505	Ashley Gilmore	Project Respect West Scholarship/Admin/#788	2,000.00
11	702	12/01/2025	84380	Amazon Capital Services	Reserve Classroom Supplies/AHS -FACS/#412 FACS	500.00
11	703	12/02/2025	85368	TreviPay - Walmart	Classroom Supplies/AHS FACS/#412 FACS	1,000.00
11	704	12/03/2025	1223	VISA	Hotel Reservation/NASP Conf/Prj. 278 & Prj 615	1,960.44
11	705	12/03/2025	84380	Amazon Capital Services	Classroom Supplies/JF/Enrich. Grant #014	877.68
11	706	12/03/2025	85353	Bear Communications, Inc.	Radios/Tech-AHS/Michelin Grant/Tech #008	4,470.00
11	707	12/03/2025	3977	RYDIN DECAL	Staff Parking Passes/AHS Instr. Budget #153	405.42
11	708	12/03/2025	1223	VISA	Hotel Reserv/OSPA Conf/IDEA Prof. Dev. #613	1,540.00
11	709	12/03/2025	1223	VISA	Group Meals/OSPA Conf/Spec. Serv. #278	882.00
11	710	12/03/2025	1223	VISA	Registration/OSPA Conf/IDEA Prof. Dev. #613	1,120.00
11	711	12/04/2025	84935	Dallas Door & Supply Co.	Door Replacement/AMS/SRO OK. State Prg. #376	62,006.03
11	712	12/04/2025	84380	Amazon Capital Services	Incentive Items/PFE Wrshps/Title I PFE #511	1,909.54
11	713	12/04/2025	95277	CLASSEN SCHOOL OF ADVANCED STUDIES	Recycled Drama Set/AHS Drama #158	3,000.00
11	714	12/04/2025	976	OKLA. STATE SCHOOL BOARDS ASSOC.	Training/All Sites/Dist. Wide #007	1,000.00
11	715	12/04/2025	4458	APPLE COMPUTER, INC.	Ipads/TABI/IDEA Flow Thru #625	6,201.00
11	716	12/04/2025	83755	Patti L Overby	Meals & Travel Reim/TABI/IDEA Flow Thru #625	200.00
11	717	12/04/2025	85059	Crystal Jones	Meals & Travel Reim/TABI/IDEA Flow Thru #625	200.00
11	718	12/04/2025	84274	Amy Howe	Meals & Travel Reim/TABI/IDEA Flow Thru #625	200.00
11	719	12/04/2025	1223	VISA	Meals & Travel Reim/TABI/IDEA Flow Thru #625	615.00
11	720	12/04/2025	84380	Amazon Capital Services	Classroom Supplies/AMS/Art #174	2,000.00
11	721	12/05/2025	2952	LAKESHORE LEARNING MATERIALS, LLC	Classroom Mtrl's/CE/Fall Enrich. Grnt. #014	359.09

**ARDMORE CITY SCHOOLS**

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 696 - 49999, Fund(s): GENERAL FUND

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
11	722	12/05/2025	84380	Amazon Capital Services	Library Supplies/CE Library #084	205.57
11	723	12/08/2025	65662	BLICK ART MATERIALS	Classroom Supplies/AHS/Art #173	284.70
11	724	12/08/2025	70388	Chase Henson	Meals/OSPA Conf/Spec. Serv. #278	126.00
11	725	12/08/2025	84932	Kelly Carrell	Meals/OSPA Conf/Spec. Serv. #278	126.00
11	726	12/08/2025	100174	Amy C Howe	Meals/OSPA Conf/Spec. Serv. #278	126.00
11	727	12/08/2025	85059	Crystal Jones	Meals/OSPA Conf/Spec. Serv. #278	126.00
11	728	12/08/2025	66699	Lisa Moore	Meals/OSPA Conf/Spec. Serv. #278	126.00
11	729	12/08/2025	85266	KRUSH College and Career Guidance	Training/AHS Guidance Counselors/Dist. Wide #007	3,500.00
11	730	12/10/2025	85284	Rise Vision Incorporated	Signage Software/Tech/Software #015	2,470.00
11	731	12/10/2025	4840	PAYNE EDUCATION CENTER	Instructional Materials/Supplies-RLAI Grnt #343	807.50
11	732	12/10/2025	85134	Orion Security Solutions	Reserve Software/Maint/Tech Software #015	3,953.00

<b>Non-Payroll Total:</b>	<b>\$106,682.17</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Balance Forward:</b>	<b>\$1,968.67</b>
<b>Report Total:</b>	<b>\$108,650.84</b>

**ARDMORE CITY SCHOOLS**

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 259 - 49999, Fund(s): BUILDING FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	259	11/20/2025	85379	Scotty Williams	Lobby Cabinet Work/Admin/TIF #003	10,953.35
21	260	11/20/2025	85412	MEB EEI Holdings, LLC	Stage Curtains/PAC/Westheimer #004	2,146.56
21	261	11/20/2025	1223	VISA	Christmas Decor/PAC/Westheimer #004	3,000.00
21	262	12/04/2025	70579	ULINE	Uline Canvas Basket Truck/Westheimer #004	1,460.36
<b>Non-Payroll Total:</b>						<b>\$17,560.27</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$17,560.27</b>

**ARDMORE CITY SCHOOLS**

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 14 - 49999, Fund(s): MUNICIPAL/COUNTY TAX LEVY

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
25	14	11/21/2025	85413	XTL US Inc.	Laser Engraver/Tech/Sales Tax	8,959.00
25	15	12/04/2025	85353	Bear Communications, Inc.	Radios/District Wide/Sales Tax	31,802.00
<b>Non-Payroll Total:</b>						<b>\$40,761.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$40,761.00</b>

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 696 - 49999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	696	11/18/2025	85409	Lorraine Ernest	Guest Master Inst./AHS Voice/Title IV #552	259.20
				Guest master instructor HS 4th Period 11-552-1000-320-496-0000-000-705	11/18/2025	150.00
				Mileage to and from above address at 11-552-1000-320-496-0000-000-705 \$.70/mi.	11/18/2025	109.20
11	697	11/19/2025	85410	Jeremy Brian Blackwood	Guest Master Instr/AHS Voice/Title IV #552	227.00
				Guest master Instructor - HS 4th Period 11-552-1000-320-496-0000-000-705	11/19/2025	150.00
				Mileage to and from above address at .70/mi 11-552-1000-320-496-0000-000-705	11/19/2025	77.00
11	698	11/19/2025	85411	Oklahoma City Public Schools	Boys Basketball Scrimmage/AHS/Athletics #053	150.00
				HS Boys basketball scrimmage @ Frederick Douglass High School 11/15/2025 11-053-1000-810-802-3300-000-705	11/19/2025	150.00
11	699	11/19/2025	84487	Teamleader	Cheer Skirts/AHS/ Cheer #170	1,500.00
				Cheer skirtsTotal cost is \$1,702.34. The general fund will cover \$1,500 of the total amount and the activity fund will cover the remainder. 11-170-1000-657-100-0000-000-705	11/19/2025	1,500.00
11	700	11/19/2025	132	CCOSA	Registration Fee/OASSP/OMLEA Conf/Dist. Wide #007	249.00
				Registration Fee for the OASSP/OMLEA Leadership Conference '26 Feb 10-11, 2026 Edmond OK. Hotel will be covered by CCOSA per the Planner. Attendee: Michael Scott Davis 11-007-2573-860-000-0000-000-705	11/19/2025	249.00
11	701	11/19/2025	73505	Ashley Gilmore	Project Respect West Scholarship/Admin/#788	2,000.00
				Reserve for reimbursement of Fall 2025 tuition, fees and books-Project Respect West Scholarship award 11-788-2213-860-000-0000-000-052	11/19/2025	2,000.00
11	702	12/01/2025	84380	Amazon Capital Services	Reserve Classroom Supplies/AHS -FACS/#412 FACS	500.00
				Reserve for Classroom supplies 11-412-1000-619-314-8400-000-705	12/01/2025	500.00
11	703	12/02/2025	85368	TreviPay - Walmart	Classroom Supplies/AHS FACS/#412 FACS	1,000.00
				Classroom supplies 11-412-1000-619-314-8400-000-705	12/02/2025	1,000.00
11	704	12/03/2025	1223	VISA	Hotel Reservation/NASP Conf/Prj. 278 & Prj 615	1,960.44
				Hotel Reservation - 1 Room Five Nights - Amy Howe Confirmation # 7775512Hyatt Regency - Chicago IL,February 23 - February 27, 2026Attending: Nat'l Assoc. of School Psychologists. 11-615-2573-580-239-0000-000-052	12/03/2025	710.00
				Hotel Reservation - 1 Room Five Nights - Crystal JonesHyatt Regency - Chicago IL,February 23 - February 27, 2026Attending: Nat'l Assoc. of School Psychologists. 11-615-2573-580-239-0000-000-052	12/03/2025	710.00
				Hotel Fees 11-278-2573-580-239-0000-000-052	12/03/2025	339.66
				11-615-2573-580-239-0000-000-052	12/03/2025	200.78

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 696 - 49999, Fund(s): GENERAL FUND

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
11	705	12/03/2025	84380	Amazon Capital Services	Classroom Supplies/JF/Enrich. Grant #014	877.68
					The Last Kids on Earth Cosmic Beyond (Hardback) 11-014-1000-619-100-1050-000-120 12/03/2025	8.22
					Last Kids on Earth Doomsday Race (Hardback) 11-014-1000-619-100-1050-000-120 12/03/2025	8.20
					The Unteachables (Paperback) 11-014-1000-619-100-1050-000-120 12/03/2025	19.80
					The Last Kids on Earth Zombie Parade 11-014-1000-619-100-1050-000-120 12/03/2025	7.81
					Refugee (Audio CD) 11-014-1000-619-100-1050-000-120 12/03/2025	34.99
					Land of Stories (Complete Set) 11-014-1000-619-100-1050-000-120 12/03/2025	31.38
					6 Pack Desk Dividers, black and waterproof 11-014-1000-619-100-1050-000-120 12/03/2025	17.99
					Surge Power Strip, 5 Ft. Braided Cord 11-014-1000-619-100-1050-000-120 12/03/2025	8.97
					The Wishing Spell Book 1 11-014-1000-619-100-1050-000-120 12/03/2025	21.96
					Trapped in a Video Game (paperback) 11-014-1000-619-100-1050-000-120 12/03/2025	9.76
					Chronicles of Whetherwhy Age of Enchantment 11-014-1000-619-100-1050-000-110 12/03/2025	31.96
					Wonder Audio CD 11-014-1000-619-100-1050-000-120 12/03/2025	10.86
					Holes Audio CD 11-014-1000-619-100-1050-000-120 12/03/2025	18.22
					Sports Illustrated Kids Graphic Novels Set 1 11-014-1000-619-100-1050-000-120 12/03/2025	23.16
					The Last Kids on Earth Nightmare King 11-014-1000-619-100-1050-000-120 12/03/2025	8.63
					The Last Kids on Earth Monster Dimension 11-014-1000-619-100-1050-000-120 12/03/2025	8.98
					The Last Kids on Earth Midnight Blade 11-014-1000-619-100-1050-000-120 12/03/2025	8.29
					The Last Kids on Earth 11-014-1000-619-100-1050-000-120 12/03/2025	7.03
					The Last Kids on Earth Skeleton Road 11-014-1000-619-100-1050-000-120 12/03/2025	9.38
					Ohmlove 4 Pack Storage bins with bamboo lids 11-014-1000-619-100-1050-000-120 12/03/2025	30.59
					Gueray CD Player Portable bluetooth desktop CD player 11-014-1000-619-100-1050-000-120 12/03/2025	48.99
					The Last Kids on Earth Forbidden Fortress 11-014-1000-619-100-1050-000-120 12/03/2025	8.59
					Leinuosen 6 pcs kids lap desk tray black 11-014-1000-619-100-1050-000-120 12/03/2025	69.99
					Macarrie 8 pack wireless mouse 11-014-1000-619-100-1050-000-120 12/03/2025	26.31
					Percy Jackson and the Olympians Set 11-014-1000-619-100-1050-000-120 12/03/2025	26.64
					Laminating Pouches 200 Count 11-014-1000-619-100-1050-000-120 12/03/2025	28.99
					Restart Paperback 11-014-1000-619-100-1050-000-120 12/03/2025	22.32
					Sports Illustrated Kids Graphic Novel Winter Sport Set 1 11-014-1000-619-100-1050-000-120 12/03/2025	19.75
					Restart Audio CD 11-014-1000-619-100-1050-000-120 12/03/2025	35.64
					Trapped in a Video Game Audio CD 11-014-1000-619-100-1050-000-120 12/03/2025	21.76
					Belkin Rockstar 5 Jack multi headphone audio splitter 11-014-1000-619-100-1050-000-120 12/03/2025	21.16
					Last Kids on Earth Destructors Lair 11-014-1000-619-100-1050-000-120 12/03/2025	11.99
					I Survived Complete Set 11-014-1000-619-100-1050-000-120 12/03/2025	96.99
					Unteachables Audio CD 11-014-1000-619-100-1050-000-120 12/03/2025	19.49
					Giantex 15 Drawer Rolling Cart (Gray and Black) 11-014-1000-619-100-1050-000-120 12/03/2025	79.19
					Land of Stories Audio CDEnrichment Grant - Leslie Smith Rotating Into Reading\$980 11-014-1000-619-100-1050-000-120 12/03/2025	13.70

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 696 - 49999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	706	12/03/2025	85353	Bear Communications, Inc.	Radios/Tech-AHS/Michelin Grant/Tech #008	4,470.00
			11-008-2230-653-000-0000-000-705		12/03/2025	4,470.00
11	707	12/03/2025	3977	RYDIN DECAL	Staff Parking Passes/AHS Instr. Budget #153	405.42
			11-153-1000-619-100-0000-000-705		12/03/2025	405.42
11	708	12/03/2025	1223	VISA	Hotel Reserv/OSPA Conf/IDEA Prof. Dev. #613	1,540.00
			11-613-2573-580-239-0000-000-052		12/03/2025	1,540.00
					Reservations for Hilton - OSPA Conference - Dec 10-12, 2025 Confirmation# 92958167 Home2 Suites by Hilton Owasso, OK. Attending: Chase Henson, Kelly Carrell, Amy Howe, Crystal Jones, and Lisa Moore.	
11	709	12/03/2025	1223	VISA	Group Meals/OSPA Conf/Spec. Serv. #278	882.00
			11-278-2573-580-239-0000-000-052		12/05/2025	882.00
					Group Meals December 11, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 = \$63 x 7 = \$441 December 12, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 = \$63 x 7 = \$441 Attending: Chase Henson, Kelly Carrell, Amy Howe, Crystal Jones, Kim Blanton, Lisa Moore, Kim Roberts OSPA Conference Owasso, OK. Dec 10-12, 2025	
11	710	12/03/2025	1223	VISA	Registration/OSPA Conf/IDEA Prof. Dev. #613	1,120.00
			11-613-2573-860-239-0000-000-052		12/03/2025	1,120.00
					Registration for OSPA Conference Owasso, OK December 11 - 12, 2025 Attending: Chase Henson, Kelly Carrell, Amy Howe, Crystal Jones, Kim Blanton, Lisa Moore, Kim Roberts.	
11	711	12/04/2025	84935	Dallas Door & Supply Co.	Door Replacement/AMS/SRO OK. State Prg. #376	62,006.03
			11-376-2620-438-000-0000-000-505		12/04/2025	62,006.03
					Replacing the North Side (Back Doors) AMS	
11	712	12/04/2025	84380	Amazon Capital Services	Incentive Items/PFE Wrshps/Title I PFE #511	1,909.54
			11-511-2194-619-494-1050-000-120		12/04/2025	53.94
			11-511-2194-619-494-1050-000-120		12/04/2025	1,223.64
			11-511-2194-619-494-1050-000-120		12/04/2025	297.00
			11-511-2194-619-494-1050-000-120		12/04/2025	274.99
			11-511-2194-619-494-1050-000-120		12/04/2025	59.97
					Moko Case for Ipad 11th Generation	
					Apple Ipad 11-inch A-16 chip, 11-inch model Silver	
					Apple AirPods 4 Wireless Earbuds	
					Apple Ipad 11-inch, A-16 chip, 11-inch model Silver (blue wasn't available)	
					Stylus Pen for Ipad 6th-11th Generation	
11	713	12/04/2025	95277	CLASSEN SCHOOL OF ADVANCED STUDIES	Recycled Drama Set/AHS Drama #158	3,000.00
			11-158-1000-619-100-2800-000-705		12/04/2025	3,000.00
					Purchase of recycled set	
11	714	12/04/2025	976	OKLA. STATE SCHOOL BOARDS ASSOC.	Training/All Sites/Dist. Wide #007	1,000.00
			11-007-2573-359-000-0000-000-052		12/04/2025	1,000.00
					Customer Service Training	

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 696 - 49999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	715	12/04/2025	4458	APPLE COMPUTER, INC.	Ipads/TABI/IDEA Flow Thru #625	6,201.00
			11-625-5500-653-239-0000-000-052		12/04/2025	6,201.00
					19 IPADS as assistive devices for special needs students served at TABI private school. Flow through funds	
11	716	12/04/2025	83755	Patti L Overby	Meals & Travel Reim/TABI/IDEA Flow Thru #625	200.00
			11-625-5500-580-239-0000-000-052		12/04/2025	200.00
					Meals and Travel reimbursement for trip to Chicago for a conference Feb 23-28, 2026Includes Patti Overby, Crystal Jones, and Amy Howe	
11	717	12/04/2025	85059	Crystal Jones	Meals & Travel Reim/TABI/IDEA Flow Thru #625	200.00
			11-625-5500-580-239-0000-000-052		12/04/2025	200.00
					Meals and Travel reimbursement for trip to Chicago for a conference Feb 23-28, 2026Includes Patti Overby, Crystal Jones, and Amy Howe	
11	718	12/04/2025	84274	Amy Howe	Meals & Travel Reim/TABI/IDEA Flow Thru #625	200.00
			11-625-2573-580-239-0000-000-052		12/04/2025	200.00
					Meals and Travel reimbursement for trip to Chicago for a conference Feb 23-28, 2026Includes Patti Overby, Crystal Jones, and Amy Howe	
11	719	12/04/2025	1223	VISA	Meals & Travel Reim/TABI/IDEA Flow Thru #625	615.00
			11-625-5500-580-239-0000-000-052		12/04/2025	325.00
					Group Meals for trip to Chicago for a conference Feb 23-28, 2026Includes Patti Overby, Crystal Jones, and Amy Howe	
			11-625-5500-580-239-0000-000-052		12/04/2025	290.00
					Travel reimbursement for trip to Chicago for a conference Feb 23-28, 2026Includes Patti Overby, Crystal Jones, and Amy Howe	
11	720	12/04/2025	84380	Amazon Capital Services	Classroom Supplies/AMS/Art #174	2,000.00
			11-174-1000-619-100-1170-000-505		12/04/2025	2,000.00
					Art Classroom Supplies	
11	721	12/05/2025	2952	LAKESHORE LEARNING MATERIALS, LLC	Classroom Mtrl's/CE/Fall Enrich. Grnt. #014	359.09
			11-014-1000-619-100-1050-000-110		12/05/2025	37.99
					Phonics & Language Skills Folder Game Library	
			11-014-1000-619-100-1050-000-110		12/05/2025	170.05
					English Language Learner Games Library	
			11-014-1000-619-100-1050-000-110		12/05/2025	151.05
					Reading & Writing Skills Folder Game LibrariesFall Enrich. GrantReading GamesJulia Castanos\$377	
11	722	12/05/2025	84380	Amazon Capital Services	Library Supplies/CE Library #084	205.57
			11-084-2220-619-000-0000-000-110		12/08/2025	38.97
					Letter Mathing Game Dinosaur Toys	
			11-084-2220-619-000-0000-000-110		12/08/2025	64.58
					YYDeek Alphabet Learning Toys, Lock and Key	
			11-084-2220-619-000-0000-000-110		12/08/2025	30.38
					YYDeek Locks and Key Toddler Toys, NUmber Counting	
			11-084-2220-619-000-0000-000-110		12/08/2025	71.64
					Think Fun Shape by Shape	
11	723	12/08/2025	65662	BLICK ART MATERIALS	Classroom Supplies/AHS/Art #173	284.70
			11-174-1000-619-100-2800-000-705		12/08/2025	284.70
					Acrylic Paints - Art Classroom Supplies	

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 696 - 49999, Fund(s): GENERAL FUND

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
11	724	12/08/2025	70388	Chase Henson	Meals/OSPA Conf/Spec. Serv. #278	126.00
			11-278-2573-580-239-0000-000-052		12/08/2025	126.00
			Meals December 11, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 =\$63December 12, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 =\$63Attending: Chase Henson, Kelly Carrell, Amy Howe, CrystalJones and Lisa Moore.OSPA ConferenceOwasso, OK.Dec 10-12, 2025			
11	725	12/08/2025	84932	Kelly Carrell	Meals/OSPA Conf/Spec. Serv. #278	126.00
			11-278-2573-580-239-0000-000-052		12/08/2025	126.00
			MealsDecember 11, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 =\$63December 12, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 =\$63Attending: Chase Henson, Kelly Carrell, Amy Howe, CrystalJones, and Lisa Moore.OSPA ConferenceOwasso, OK.Dec 10-12, 2025			
11	726	12/08/2025	100174	Amy C Howe	Meals/OSPA Conf/Spec. Serv. #278	126.00
			11-278-2573-580-239-0000-000-052		12/08/2025	126.00
			MealsDecember 11, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 =\$63December 12, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 =\$63Attending: Chase Henson, Kelly Carrell, Amy Howe, CrystalJones, and Lisa Moore.OSPA ConferenceOwasso, OK.Dec 10-12, 2025			
11	727	12/08/2025	85059	Crystal Jones	Meals/OSPA Conf/Spec. Serv. #278	126.00
			11-278-2573-580-239-0000-000-052		12/08/2025	126.00
			MealsDecember 11, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 =\$63December 12, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 =\$63Attending: Chase Henson, Kelly Carrell, Amy Howe, CrystalJones, and Lisa Moore.OSPA ConferenceOwasso, OK.Dec 10-12, 2025			
11	728	12/08/2025	66699	Lisa Moore	Meals/OSPA Conf/Spec. Serv. #278	126.00
			11-278-2573-580-239-0000-000-052		12/08/2025	126.00
			MealsDecember 11, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 =\$63December 12, 2025: Breakfast \$16 - Lunch \$19 - Dinner \$28 =\$63Attending: Chase Henson, Kelly Carrell, Amy Howe, CrystalJones, and Lisa Moore.OSPA ConferenceOwasso, OK.Dec 10-12, 2025			
11	729	12/08/2025	85266	KRUSH College and Career Guidance	Training/AHS Guidance Counselors/Dist. Wide #007	3,500.00
			11-007-2120-320-000-0000-000-705		12/08/2025	3,500.00
			Providing Training for Guidance Counseling for Seniors and Parents.			
11	730	12/10/2025	85284	Rise Vision Incorporated	Signage Software/Tech/Software #015	2,470.00
			11-015-2580-653-000-0000-000-052		12/10/2025	2,470.00
			Subscriptions for Distirct Digital Signage Software			

**ARDMORE CITY SCHOOLS**

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 696 - 49999, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	731	12/10/2025	4840	PAYNE EDUCATION CENTER	Instructional Materials/Supplies- RLAI Grnt #343	807.50
				Instructional Materials & Supplies - RLAI High-Dosage Tutoring	11-343-1000-600-100-0000-000-000 12/10/2025	807.50
11	732	12/10/2025	85134	Orion Security Solutions	Reserve Software/Maint/Tech Software #015	3,953.00
				SSA-VEL-SERVER	11-015-2580-653-000-0000-000-052 12/10/2025	847.25
				SSA-MOD-512	11-015-2580-653-000-0000-000-052 12/10/2025	2,196.00
				SSA-MOD-128	11-015-2580-653-000-0000-000-052 12/10/2025	847.25
				Processing	11-015-2580-653-000-0000-000-052 12/10/2025	62.50
<b>Non-Payroll Total:</b>						<b>\$106,682.17</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$1,968.67</b>
<b>Report Total:</b>						<b>\$108,650.84</b>

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 259 - 49999, Fund(s): BUILDING FUND

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
21	259	11/20/2025	85379	Scotty Williams	Lobby Cabinet Work/Admin/TIF #003	10,953.35
					Lobby front entrance prime and paint cabinets	21-003-4720-459-000-0000-000-052 11/20/2025 3,790.00
					Lobby office install cabinets/trim along 16 ft wall, install 10 foot counter top and backsplash, prime and paint cabinets.	21-003-4720-459-000-0000-000-052 11/20/2025 7,163.35
21	260	11/20/2025	85412	MEB EEI Holdings, LLC	Stage Curtains/PAC/Westheimer #004	2,146.56
					Backdrop Kit used to hold up stage curtains	21-004-2620-651-000-0000-000-710 11/20/2025 1,248.00
					Stage Curtains (Blue) 16FT	21-004-2620-651-000-0000-000-710 11/20/2025 418.56
						21-004-2620-651-000-0000-000-710 11/20/2025 480.00
21	261	11/20/2025	1223	VISA	Christmas Decor/PAC/Westheimer #004	3,000.00
					Christmas Decor for the PAC, multiple vendors. These decorations will have a life of more than one year for annual decorations for the PAC.	21-004-2620-651-000-0000-000-710 11/20/2025 3,000.00
21	262	12/04/2025	70579	ULINE	Uline Canvas Basket Truck/Westheimer #004	1,460.36
					CANVAS BASKET TRUCK - 20 BUSHEL	21-004-2620-651-000-0000-000-710 12/04/2025 1,460.36
<b>Non-Payroll Total:</b>						<b>\$17,560.27</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$17,560.27</b>

**ARDMORE CITY SCHOOLS**

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 11/12/2025 - 12/16/2025, PO Range: 14 - 49999, Fund(s): MUNICIPAL/COUNTY TAX LEVY

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
25	14	11/21/2025	85413	XTL US Inc.	Laser Engraver/Tech/Sales Tax	8,959.00
			25-008-2620-656-000-0000-000-052		11/21/2025	8,959.00
				Xtool P3 Flagship All-in-one bundle*CAPITALIZE*		
25	15	12/04/2025	85353	Bear Communications, Inc.	Radios/District Wide/Sales Tax	31,802.00
			25-021-2230-653-000-0000-000-052		12/04/2025	640.00
			25-021-2230-653-000-0000-000-110		12/04/2025	5,232.00
			25-021-2230-653-000-0000-000-120		12/04/2025	5,232.00
			25-021-2230-653-000-0000-000-125		12/04/2025	872.00
			25-021-2230-653-000-0000-000-135		12/04/2025	5,232.00
			25-021-2230-653-000-0000-000-505		12/04/2025	5,232.00
			25-021-2230-653-000-0000-000-705		12/04/2025	872.00
			25-021-2230-653-000-0000-000-705		12/04/2025	1,744.00
			25-021-2230-653-000-0000-000-710		12/04/2025	436.00
			25-021-2230-653-000-0000-000-715		12/04/2025	1,744.00
			25-021-2230-653-000-0000-000-110		12/04/2025	590.00
			25-021-2230-653-000-0000-000-120		12/04/2025	590.00
			25-021-2230-653-000-0000-000-125		12/04/2025	590.00
			25-021-2230-653-000-0000-000-135		12/04/2025	590.00
			25-021-2230-653-000-0000-000-505		12/04/2025	590.00
			25-021-2230-653-000-0000-000-705		12/04/2025	295.00
			25-021-2230-653-000-0000-000-705		12/04/2025	590.00
			25-021-2230-653-000-0000-000-715		12/04/2025	295.00
			25-021-2230-653-000-0000-000-052		12/04/2025	436.00
				SL300 6 Postion Charging Bases		
				SL300 Radio Tech Spare		

<b>Non-Payroll Total:</b>	<b>\$40,761.00</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Balance Forward:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>\$40,761.00</b>

**ARDMORE CITY SCHOOLS**

**Change Order Listing**

**Options:** Fund(s): GENERAL FUND, Year: 2025-2026, ReferenceDate: PO Date, Date Range: 11/12/2025 - 12/16/2025,  
 Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
12	07/01/2025	976	OKLA. STATE SCHOOL BOARDS ASSOC.	Reserve for Workshop Registrations/DISTRICT-WIDE	150.00
31	07/01/2025	84948	Apptegy, Inc..	Website Services/Technology Software	452.26
38	07/01/2025	84914	Yellow Folder	Electronic Records Management/Tech Software	10,138.80
70	07/01/2025	65074	TELCO SUPPLY COMPANY	Reserve for Technology Parts & Supplies/TECHNOLOGY	1,390.28
73	07/01/2025	1223	VISA	Reserve for Tech Parts, Cloud fee, Spotify/TECH	3,099.76
115	07/01/2025	2112	MILLER OFFICE EQUIPMENT	Reserve for Copier Maint./District-Wide Exp.	570.81
337	07/17/2025	67715	PENDER'S MUSIC	Circle of State Packets/AMS Vocal Music #149	1.14
389	07/31/2025	71743	AARON RAY	Fees/Training/Athletics	100.00
449	07/31/2025	5102	Staples Advantage	Classroom & Office Supplies/Linc. Instr. #113	350.00
492	08/06/2025	5102	Staples Advantage	Classroom & Office Supplies/Will Rogers/Instr.	88.49
512	08/12/2025	1223	VISA	Classroom Supplies/FACS/AHS #412	1,500.00
566	09/10/2025	247	WALMART COMMUNITY	Classroom Supplies/AHS/FACS #412	90.43
592	09/25/2025	1223	VISA	Lumber/Take Two/FY26 Fall Enrich. Grant	60.16
593	09/25/2025	84380	Amazon Capital Services	Snap Circuits/Take Two/FY26 Fall Enrich. Grant	39.16
653	10/22/2025	1223	VISA	Lodging/NJOMA/JOM#563	55.54
667	11/05/2025	1223	VISA	Bed Liners/Maintenance/Maint. #033	45.97
687	11/11/2025	84380	Amazon Capital Services	Classroom Supplies/AHS/EXXON STEM Grant #191	6.00

<b>Non-Payroll Total:</b>	<b>\$18,138.80</b>
<b>Payroll Total:</b>	<b>\$89,538.96</b>
<b>Report Total:</b>	<b>\$107,677.76</b>

**ARDMORE CITY SCHOOLS**

**Change Order Listing**

**Options:** Fund(s): BUILDING FUND, Year: 2025-2026, ReferenceDate: PO Date, Date Range: 11/12/2025 - 12/16/2025,  
 Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
16	07/01/2025	67521	LOWE'S	Reserve for Building Supplies/Maint.	2,000.00
76	07/01/2025	69206	SUGAR PILLS APPAREL	Reserve for Uniforms/Maint.	3,000.00
142	07/01/2025	85256	Mill Creek Carpet & Tile Company	Supplies & Repairs/Building Fund.	2,029.12
182	07/10/2025	1172	SECURITY SYSTEMS OF ARDMORE, INC.	Reserve-Burglar Alarm Leasing & Monitoring/BLDG FD	1,068.00
<b>Non-Payroll Total:</b>					<b>\$8,097.12</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$8,097.12</b>

# ARDMORE CITY SCHOOLS

## Change Order Listing

**Options:** Fund(s): CHILD NUTRITION FUND, Year: 2025-2026, ReferenceDate: PO Date, Date Range: 11/12/2025 - 12/16/2025, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
4	07/01/2025	71341	Flowers Bakeries Sales of N Texas	RESERVE/BREAD/CNP	2,500.00
<b>Non-Payroll Total:</b>					<b>\$2,500.00</b>
<b>Payroll Total:</b>					<b>\$385.29</b>
<b>Report Total:</b>					<b>\$2,885.29</b>

# Fundraiser Request | School Year 2025-2026

Submit this completed form to the Business Office at least 10 days before each school board meeting

<u>811</u> Activity Acct #	<u>Jefferson Elementary Activity Account</u> Activity Account Name
<u>Jefferson Elementary</u> School	<u>January 12, 2026</u> Fundraiser Date

Fundraiser Requested School Store Program

Purpose of Fundraiser To supplement our Activity Account by having parents and friends shop through the School Store Program

Is this fundraiser to sell spirit items which will use the district's logo, mascot and/or school colors?  
 No  Yes

If yes, design information must be submitted to the Communications Office at the Administration Center for pre-approval.

<b>What expenditures will you have with this fundraiser?</b> Cost to purchase product, cost to make product...etc... <u>None</u>	\$ <u>0</u> Estimated Expense	\$ <u>500.00</u> Estimated Net Profit After Expenses
--	----------------------------------	---

**Is this fundraiser to sell a " food item "**  
 No [Complete Page 1 Only]  Yes Complete both pages to determine Eligibility for your food fundraiser

**Is this fundraiser a " raffle "**  
 No  Yes If yes, include with the fundraiser request a list of your raffle items that will be submitted to the Board of Education for approval.

As a reminder, if you are a club or organization that will need to use a district facility for your fundraising event, contact the Business Office to see if the facility is available and to determine if any facility usage costs may be incurred with your event. 580.221.3001 Ext 1221.

Billie D. Dunkin  
Sponsor's Name  
Lou Brooksh  
Principal/Administrator Name

Billie D. Dunkin - Billie Dunkin  
Sponsor's Signature  
Lou Brooksh  
Principal/Administrator Signature

<b>Communications Office</b>
Design Review for Spirit Items
<input type="checkbox"/> Approved <u>NA</u> <input type="checkbox"/> Denied
_____ Communications Liaison

<b>Central Office Administration</b>
Date Received by Bus Ofc: <u>10-19-25</u>
Date Received by Supt Ofc: <u>12-10-25</u>
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied
<u>[Signature]</u> Superintendent

<b>Board of Education</b>
Date of Board Meeting: <u>12-16-25</u>
<input type="checkbox"/> Approved <input type="checkbox"/> Denied
_____ Board of Education

# Fundraiser Request | School Year 2025-2026

Submit this completed form to the Business Office at least 10 days before each school board meeting

816  
Activity Acct #

Lincoln PTO  
Activity Account Name

Lincoln  
School

11/7/25 - 4/30/26  
Fundraiser Date

Fundraiser Requested concession cart

Purpose of Fundraiser Increase funds in Lincoln PTO

Is this fundraiser to sell spirit items which will use the district's logo, mascot and/or school colors?  
 No  Yes  
 If yes, design information must be submitted to the Communications Office at the Administration Center for pre-approval.

What expenditures will you have with this fundraiser?  
 Cost to purchase product, cost to make product...etc...  
cost of snacks

\$ 2000.00  
Estimated Expense

\$ 4000.00  
Estimated Net Profit After Expenses

Is this fundraiser to sell a " food item "

No [Complete Page 1 Only]  Yes Complete both pages to determine Eligibility for your food fundraiser

Is this fundraiser a " raffle "

No  Yes If yes, include with the fundraiser request a list of your raffle items that will be submitted to the Board of Education for approval.

As a reminder, if you are a club or organization that will need to use a district facility for your fundraising event, contact the Business Office to see if the facility is available and to determine if any facility usage costs may be incurred with your event. 580.221.3001 Ext 1221.

Becky Jones  
Sponsor's Name  
Chase Henson  
Principal/Administrator Name


Becky Jones  
Sponsor's Signature  
[Signature]  
Principal/Administrator Signature RC

Communications Office  
 Design Review for Spirit Items  
 Approved NA  Denied  
 Communications Liaison

Central Office Administration  
 Date Received by Bus Ofc: 11/8/25  
 Date Received by Supt Ofc: 12-10-25  
 Approved  Denied  
[Signature]  
 Superintendent

Board of Education  
 Date of Board Meeting: 12-16-25  
 Approved  Denied  
 Board of Education

Activity Account Name: Lincoln PTO  
 Activity Account Number: 816 School: Lincoln

List in detail the food items you are proposing to sell.  chips, candy, soda

**Please review & select which option below matches your food fundraiser**

**Option #1**

My food items **ARE NOT ready to consume**-type items and can be sold during the school day [12 a.m. to 4 p.m.]

△ If this is your option, no calculator tool is necessary

**Option #2**

My food items **ARE ready to be consumed**-type AND I want to sell them during the school day. [12 a.m. to 4 p.m.]

△ If this is your option, the calculator tool is required to determine if your food items can be approved. Please complete the calculator tool. If your items pass the calculator test, please attach a copy of the approval page and a copy of the food label(s) to this fundraiser request, submit to your principal for their approval, and then to the Business Office. If your food item(s) do not pass the calculator test, then you will not be able to have the fundraiser without an exception from your principal.

Calculator Tool: <http://healthymeals.nal.usda.gov/smartsnacks>

**Option #3**

My food items **ARE ready to consume**-type items, however, I will not be selling them during the school day [12 a.m. to 4 p.m.]

△ If this is your option, no calculator tool is necessary

**Option #4**

My fundraiser is a brochure or catalog and my items will not be released to students until the end of the school day.

My signature below affirms my choice. I further agree to abide by the federal regulations within my chosen option.

Becky Jones  
Sponsor

[Signature]  
Principal

# Fundraiser Request | School Year 2025 - 2026

**Submit this completed form to the Business Office at least 10 days before each school board meeting**

#825, #835, #947  
and #953

AMS Girls Athletics (track), AMS Boys Athletics (track), Tiger Boys Running, AHS Tiger Run

**Activity Acct #**

**Activity Account Name**

Ardmore Middle and Ardmore High Schools

Dec. 1, 2025 - May 21, 2026

**School**

**Fundraiser Date**

**Fundraiser Requested**

Vertical Raise (On-Line Funding)

**Purpose of Fundraiser**

Raise funds for fees, supplies, travel expenses, etc.

Is this fundraiser to sell spirit items which will use the district's logo, mascot and/or school colors?  
 No  Yes

If yes, design information must be submitted to the Communications Office at the Administration Center for pre-approval.

**What expenditures will you have with this fundraiser?**  
Cost to purchase product, cost to make product...etc...

NO COST

\$ 0.00

Estimated  
Expense

\$ 1500.00

Estimated Net Profit  
After Expenses

**Is this fundraiser to sell a food item "**

**No** [Complete Page 1 Only]

**Yes** Complete both pages to determine Eligibility for your food fundraiser

**Is this fundraiser a raffle "**

**No**  **Yes**

If yes, include with the fundraiser request a list of your raffle items that will be submitted to the Board of Education for approval.

As a reminder, if you are a club or organization that will need to use a district facility for your fundraising event, contact the Business Office to see if the facility is available and to determine if any facility usage costs may be incurred with your event. 580.221.3001 Ext 1221.

JyWayne Allen

Sponsor's Name

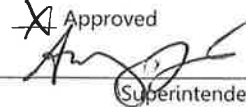
  
Sponsor's Signature

Josh Newby

Principal/Administrator Name

  
Principal/Administrator Signature

Communications Office	
Design Review for Spirit Items	
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
	
Communications Liaison	

Central Office Administration	
Date Received by Bus Ofc:	12-2-25
Date Received by Supt Ofc:	12-10-25
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
	
Superintendent	

Board of Education	
Date of Board Meeting:	12-16-25
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Board of Education	

# Fundraiser Request | School Year 2025 - 2026

**Submit this completed form to the Business Office at least 10 days before each school board meeting**

#825, #835, #947  
and #953

Activity Acct #

AMS Girls Athletics (track), AMS Boys Athletics (track), Tiger Boys Running, AHS Tiger Run

Activity Account Name

Ardmore Middle and Ardmore High Schools

School

March 7, 2026

Fundraiser Date

Fundraiser Requested

Ardmore City Schools Elementary Olympic Games

Purpose of Fundraiser

Will serve as a community event and fundraiser for Ardmore High School and Ardmore Middle School Track & Field Programs

Is this fundraiser to sell spirit items which will use the district's logo, mascot and/or school colors?  
 No  Yes

If yes, design information must be submitted to the Communications Office at the Administration Center for pre-approval.

**What expenditures will you have with this fundraiser?**  
 Cost to purchase product, cost to make product...etc...

NO COST

\$ 0.00

Estimated Expense

\$ 1000.00

Estimated Net Profit After Expenses

**Is this fundraiser to sell a food item "**

No [Complete Page 1 Only]

Yes

Complete both pages to determine Eligibility for your food fundraiser

**Is this fundraiser a raffle "**

No

Yes

If yes, include with the fundraiser request a list of your raffle items that will be submitted to the Board of Education for approval.

**As a reminder, if you are a club or organization that will need to use a district facility for your fundraising event, contact the Business Office to see if the facility is available and to determine if any facility usage costs may be incurred with your event. 580.221.3001 Ext 1221.**

JyWayne Allen

Sponsor's Name

*JyWayne Allen*

Sponsor's Signature

Josh Newby

Principal/Administrator Name

Josh Newby

Principal/Administrator Signature

RC

**Communications Office**

**Design Review for Spirit Items**

\_\_\_ Approved *NA* \_\_\_ Denied

\_\_\_\_\_  
Communications Liaison

**Central Office Administration**

Date Received by Bus Ofc: 12-2-25

Date Received by Supt Ofc: 12-10-25

Approved *[Signature]* \_\_\_ Denied

\_\_\_\_\_  
Superintendent

**Board of Education**

Date of Board Meeting: 12-16-25

\_\_\_ Approved \_\_\_ Denied

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

Activity Account Name: MS Girls Athletics, AMS Boys Athletics, Tiger Boys Running and AHS Tiger R

Activity Account Number: 25/#835/#947/#9

School: Ardmore Middle and Ardmore High Schools

List in detail the food items you are proposing to sell.

Hotdogs, water, gatorade, chips and candy

### Please review & select which option below matches your food fundraiser

#### Option #1

My food items **ARE NOT ready to consume**-type items and can be sold during the school day [12 a.m. to 4 p.m.]

△ If this is your option, no calculator tool is necessary

#### Option #2

My food items **ARE ready to be consumed**-type AND I want to sell them during the school day. [12 a.m. to 4 p.m.]

△ If this is your option, the calculator tool is required to determine if your food items can be approved. Please complete the calculator tool. If your items pass the calculator test, please attach a copy of the approval page and a copy of the food label(s) to this fundraiser request, submit to your principal for their approval, and then to the Business Office. If your food item(s) do not pass the calculator test, then you will not be able to have the fundraiser without an exception from your principal.

Calculator Tool: <http://healthymeals.nal.usda.gov/smartsnacks>

#### Option #3

My food items **ARE ready to consume**-type items, however, I will not be selling them during the school day [12 a.m. to 4 p.m.]

△ If this is your option, no calculator tool is necessary

#### Option #4

My fundraiser is a brochure or catalog and my items will not be released to students until the end of the school day.

My signature below affirms my choice. I further agree to abide by the federal regulations within my chosen option.

Sponsor







Principal



# Ardmore City Schools Elementary Olympic Games

## Hosted by Ardmore Track & Field

-  **Date:** March 7th, 2026
  -  **Time:** 10:00 AM – 2:00 PM
  -  **Location:** Noble Stadium
  -  **Entry Fee:** \$5 to compete, At Gate- Adults \$5 - Kids \$2
- 

## Event Purpose

The Elementary Olympic Games will serve as a community event and fundraiser for the Ardmore City Schools Track & Field programs.

Students from local elementary schools can participate in fun Olympic-style events while supporting the growth of our middle and high school track programs.

---

## Event Details

### **Who Can Participate:**

Elementary students ( K–5 Grades)(Boys-Girls)

My Parents faster than yours

### **Entry Fee:**

\$5 per event entered Cash only

### **Prizes:**

Medals for 1st, 2nd, and 3rd place in each event.

---

## Event Lineup

### **Track Events**

- 50m Dash (K–2nd)

- 100m Dash (3rd–5th)
- 200m (K - 2nd)
- 400 (3rd - 5th)
- 4x100m Relay (mixed teams or by grade level)

## Field Events

- Standing Long Jump
- Vertical jump
- Softball Throw (Pre-K- 1st)
- Mini Shot Put (4.4 lbs ball for 2nd-5th grade)

## Registration Information

### How to Register:

Participants can pre-register using the form below or register on-site at Noble Stadium the morning of the event.

### Registration Form Template

#### Ardmore City Schools – Elementary Olympic Games

 March 7, 2026 | Noble Stadium | 10:00 AM – 2:00 PM

Student Name: \_\_\_\_\_  
 Grade: \_\_\_\_\_ School: \_\_\_\_\_  
 Parent/Guardian Name: \_\_\_\_\_  
 Phone/Email: \_\_\_\_\_

#### Events:

- 50m Dash   
  100m Dash   
  200m Run   
  400m Run  
 Standing Long Jump   
 Mini Shot Put/Softball Throw (K&1st)

**Payment Method:** \$5 Preregister due Feb. 13th Cash only

Parent/Guardian Signature: \_\_\_\_\_

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

---

## III Concessions

Snacks and drinks will be sold throughout the event.

### Menu (Sample):

- Hotdogs-- \$2
- Water – \$1
- Gatorade – \$2
- Chips – \$1
- Candy – \$1

All proceeds benefit Ardmore City Schools Track & Field.

---

## Volunteer Roles

Role	Description
<b>Registration Table</b>	Collect entry fees, distribute name tags and numbers, and record participants
<b>Timers/Starters</b>	Start races and record times
<b>Field Event Leaders</b>	Measure and record distances
<b>Awards Table</b>	Organize and distribute medals
<b>Concessions</b>	Sell snacks and drinks
<b>Announcer</b>	Keep crowd informed, announce events/results
<b>Setup/Cleanup Crew</b>	Prepare and clean up venue

---

## Day-of Event Timeline

Time	Activity
8:30 AM – 9:45 AM	Volunteer & staff arrival, setup, and event prep
9:45 AM – 10:00 AM	Registration and check-in opens
10:00 AM	Opening Ceremony / Welcome & National Anthem
10:15 AM – 11:30 AM	Track Events (50m, 100m, 200m)
11:30 AM – 12:15 PM	Field Events (Long Jump, Throws)
12:15 PM – 12:45 PM	Lunch / Concessions Break
12:45 PM – 1:30 PM	4x100m Relay Finals
1:30 PM – 1:50 PM	Awards Ceremony
1:50 PM – 2:00 PM	Closing Remarks & Clean-Up

---

## Awards

Medals will be given to the top 3 finishers in each event.  
All participants will receive a “Mini Olympian” participation ribbon or sticker.

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## Additional Fundraising Ideas

- **50/50 Raffle:** \$1 per ticket
  - **Sponsor-A-Lane:** Local businesses donate \$25–\$50 to have their name displayed
  - **Inflatables-** charge \$2 for a wristband
- 

## Promotion & Outreach

- Flyers to all elementary schools

- Social media posts (Facebook, Instagram, school website)
  - School announcements and newsletters
  - Invite parents, teachers, and local businesses to attend
- 

## **Equipment Checklist**

- Registration- multiple tables and chairs, have name tags and numbers ready
  - Stopwatches / clipboards / pens
  - Measuring tapes / cones / batons
  - Event signs / station markers
  - Medals / ribbons V
  - Cash box & mobile payment setup
  - Concession supplies-Tables, Chairs, Roller for hotdogs
  - Trash bags & cleanup materials
- 

### **Contact Information:**

For questions or to volunteer, please contact:

• [jallen@ardmoreschools.org](mailto:jallen@ardmoreschools.org)

# Fundraiser Request | School Year 25-26

**Submit this completed form to the Business Office at least 10 days before each school board meeting**

841 <b>Activity Acct #</b>	Ardmore Band Boosters <b>Activity Account Name</b>
-------------------------------	---

Ardmore High School <b>School</b>	12/12/25 <b>Fundraiser Date</b>
--------------------------------------	------------------------------------

**Fundraiser Requested** Silent Auction

**Purpose of Fundraiser** Raise money for the band

Is this fundraiser to sell spirit items which will use the district's logo, mascot and/or school colors?  
 No  Yes  
 If yes, design information must be submitted to the Communications Office at the Administration Center for pre-approval.

<b>What expenditures will you have with this fundraiser?</b> Cost to purchase product, cost to make product...etc...	\$0 <b>Estimated Expense</b>	\$3,000.00 <b>Estimated Net Profit After Expenses</b>
None		

**Is this fundraiser to sell a food item "**

**No** [Complete Page 1 Only]       **Yes**      Complete both pages to determine Eligibility for your food fundraiser

**Is this fundraiser a raffle "**

**No**       **Yes**      If yes, include with the fundraiser request a list of your raffle items that will be submitted to the Board of Education for approval.

**As a reminder, if you are a club or organization that will need to use a district facility for your fundraising event, contact the Business Office to see if the facility is available and to determine if any facility usage costs may be incurred with your event. 580.221.3001 Ext 1221.**

Jamie Henson  
Sponsor's Name

Kelly Carroll  
Principal/Administrator Name

Jamie Henson  
Sponsor's Signature

Kelly Carroll  
Principal/Administrator Signature

<b>Communications Office</b>
<b>Design Review for Spirit Items</b>
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied
_____ Communications Liaison

<b>Central Office Administration</b>
Date Received by Bus Ofc: <u>12-9-25</u>
Date Received by Supt Ofc: <u>12-10-25</u>
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied
_____ Superintendent

<b>Board of Education</b>
Date of Board Meeting: <u>12-16-25</u>
<input type="checkbox"/> Approved <input type="checkbox"/> Denied
_____ Board of Education

# Fundraiser Request | School Year 2025/2026

Submit this completed form to the Business Office at least 10 days before each school board meeting

856  
Activity Acct #

AHS Dugout Club  
Activity Account Name

Ardmore High School  
School

12/2025 - 5/2026  
Fundraiser Date

Fundraiser Requested Sponsored signs for outfield fence.

Purpose of Fundraiser To raise money for equipment and game day items.

Is this fundraiser to sell spirit items which will use the district's logo, mascot and/or school colors?  
 No  Yes  
 If yes, design information must be submitted to the Communications Office at the Administration Center for pre-approval.

**What expenditures will you have with this fundraiser?**  
 Cost to purchase product, cost to make product...etc...  
Costs to make sign.

\$ 200/sign  
Estimated Expense

\$ 300-500/sign  
Estimated Net Profit After Expenses

**Is this fundraiser to sell a " food item "**

**No** [Complete Page 1 Only]       **Yes**      Complete both pages to determine Eligibility for your food fundraiser

**Is this fundraiser a " raffle "**

**No**       **Yes**      If yes, include with the fundraiser request a list of your raffle items that will be submitted to the Board of Education for approval.

**As a reminder, if you are a club or organization that will need to use a district facility for your fundraising event, contact the Business Office to see if the facility is available and to determine if any facility usage costs may be incurred with your event. 580.221.3001 Ext 1221.**

Josh Newby  
Sponsor's Name

[Signature]  
Sponsor's Signature

JOSH NEWBY  
Principal/Administrator Name

JOSH Newby  
Principal/Administrator Signature

**Communications Office**  
 Design Review for Spirit Items  
 \_\_\_\_\_ Approved \_\_\_\_\_ Denied  
SEE ATTACHED Email  
 Communications Liaison

**Central Office Administration**  
 Date Received by Bus Ofc: 12-9-25  
 Date Received by Supt Ofc: 12-10-25  
 Approved \_\_\_\_\_ Denied  
[Signature]  
 Superintendent

**Board of Education**  
 Date of Board Meeting: 12-16-25  
 \_\_\_\_\_ Approved \_\_\_\_\_ Denied  
 Board of Education



## **Ardmore Dugout Club**

### **Tiered Fundraising Proposal**

(Additional Program Beyond Existing Signage Request)

Date: 12/9/2025

#### **Introduction**

The Ardmore Dugout Club respectfully submits this tiered fundraising proposal as an addition to the signage-focused fundraising request already submitted. This program expands donor options, opens more affordable pathways for supporters, and increases overall fundraising flexibility.

#### **1. Basic Sponsorship Opportunities (Non-signage — includes merch/swag incentives)**

K – \$25

Benefit: Car Decal

Anticipated cost: \$5 · Anticipated profit: \$20

Backwards K – \$50

Benefit: T-Shirt

Anticipated cost: \$15 · Anticipated profit: \$35

Shutout – \$100

Benefit: Swag Bag (Car Decal + T-Shirt)

Anticipated cost: \$20 · Anticipated profit: \$80

No-Hitter – \$200

Benefit: Premium Pack (Hat + T-Shirt + Car Decal)

Anticipated cost: \$45 · Anticipated profit: \$155

#### **2. Sign-Only Sponsorship Opportunities**

Rookie – ~\$500–\$700

Cost of sign estimated at ~\$200. Profit margin ~\$300–\$500. Includes guaranteed placement at the Ardmore Baseball Field.

Veteran – \$250

Renewal of an existing sign already displayed at the field.

### **3. Premium Combined Opportunities**

All-American – \$1,500

Merch/Swag Package + Field Signage

All-Star – \$2,500

Upgraded Premium Merch/Swag Package + Field Signage

### **Conclusion**

This additional tiered fundraising program complements the signage request already submitted, broadens donor participation, and enhances total fundraising potential for Ardmore Baseball.

Respectfully requested by the Ardmore Dug Out Club.



Susan Johnson <sjohnson@ardmoreschools.org>

---

## Fwd: Decal Design Request

2 messages

**Reed Downing** <rdowning@ardmoreschools.org>  
To: Susan Johnson <sjohnson@ardmoreschools.org>

Wed, Dec 10, 2025 at 9:06 AM

Thank you, Susan!

----- Forwarded message -----

From: **Morgan Manley** <mmanley@ardmoreschools.org>  
Date: Wed, Dec 10, 2025 at 9:04 AM  
Subject: Re: Decal Design Request  
To: Reed Downing <rdowning@ardmoreschools.org>

This design is approved. Once there is a better quality PNG, please send it to me. Thanks!

Thank you,

**Morgan Manley**



### MORGAN MANLEY

*Director of Personnel and Public Relations*

☎ 580.220.5924  
✉ mmanley@ardmoreschools.org  
📍 611 Veterans Blvd, Ardmore, OK 73401  
🌐 ardmorechools.org

On Wed, Dec 10, 2025 at 7:42 AM Reed Downing <rdowning@ardmoreschools.org> wrote:  
Good morning!

I have added a fundraiser request for the next board meeting. I was wondering if we could use the Ardmore Baseball logo on the attached PDF for decals? I would enhance the image quality but everything else will stay the same.

 Fundraiser 1.pdf

--  
**Reed Downing**  
Ardmore High School  
**Biology 1&2**  
**Head Baseball Coach**

---

#### CONFIDENTIALITY NOTICE:

The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. If you are not the intended

# Fundraiser Request | School Year 2025 - 2026

**Submit this completed form to the Business Office at least 10 days before each school board meeting**

#926 Activity Acct #	AMS PTO Activity Account Name
-------------------------	----------------------------------

Ardmore Middle School School	December 1st - 19th, 2025 Fundraiser Date
---------------------------------	--

Fundraiser Requested: Candy Cane Grams

Purpose of Fundraiser: Raise funds for AMS PTO

No  Yes  
 Is this fundraiser to sell spirit items which will use the district's logo, mascot and/or school colors?  
 If yes, design information must be submitted to the Communications Office at the Administration Center for pre-approval.

What expenditures will you have with this fundraiser? Cost to purchase product, cost to make product...etc... None	\$ 0 Estimated Expense	\$ 800 Estimated Net Profit After Expenses
--	---------------------------	---

**Is this fundraiser to sell a " food item "**

No [Complete Page 1 Only]       Yes      Complete both pages to determine Eligibility for your food fundraiser

**Is this fundraiser a " raffle "**

No       Yes      If yes, include with the fundraiser request a list of your raffle items that will be submitted to the Board of Education for approval.

As a reminder, if you are a club or organization that will need to use a district facility for your fundraising event, contact the Business Office to see if the facility is available and to determine if any facility usage costs may be incurred with your event. 580.221.3001 Ext 1221.

Angela Richard  
 \_\_\_\_\_  
 Sponsor's Name  
 Kim Roberts  
 \_\_\_\_\_  
 Principal/Administrator Name

*Angela Richard*  
 \_\_\_\_\_  
 Sponsor's Signature  
*Kim Roberts*  
 \_\_\_\_\_  
 Principal/Administrator Signature RC

**Communications Office**  
 Design Review for Spirit Items  
 \_\_\_\_\_ Approved \_\_\_\_\_ Denied  
 \_\_\_\_\_  
 Communications Liaison

**Central Office Administration**  
 Date Received by Bus Ofc: 12-2-25  
 Date Received by Supt Ofc: 12-10-25  
 Approved \_\_\_\_\_ Denied  
 \_\_\_\_\_  
 Superintendent

**Board of Education**  
 Date of Board Meeting: 12-16-25  
 \_\_\_\_\_ Approved \_\_\_\_\_ Denied  
 \_\_\_\_\_  
 Board of Education

Activity Account Name: AMS PTO

Activity Account Number: #926 School: Ardmore Middle School

List in detail the food items you are proposing to sell.

Christmas Candy Canes (peppermint flavor)

### Please review & select which option below matches your food fundraiser

#### Option #1

My food items **ARE NOT ready to consume**-type items and can be sold during the school day [12 a.m. to 4 p.m.]

⚠ If this is your option, no calculator tool is necessary

#### Option #2

My food items **ARE ready to be consumed**-type AND I want to sell them during the school day. [12 a.m. to 4 p.m.]

⚠ If this is your option, the calculator tool is required to determine if your food items can be approved. Please complete the calculator tool. If your items pass the calculator test, please attach a copy of the approval page and a copy of the food label(s) to this fundraiser request, submit to your principal for their approval, and then to the Business Office. If your food item(s) do not pass the calculator test, then you will not be able to have the fundraiser without an exception from your principal.

Calculator Tool: <http://healthymeals.nal.usda.gov/smartsnacks>

#### Option #3

My food items **ARE ready to consume**-type items, however, I will not be selling them during the school day [12 a.m. to 4 p.m.]

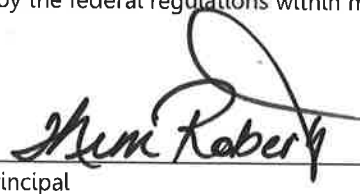
⚠ If this is your option, no calculator tool is necessary

#### Option #4

My fundraiser is a brochure or catalog and my items will not be released to students until the end of the school day.

My signature below affirms my choice. I further agree to abide by the federal regulations within my chosen option.

  
Sponsor

  
Principal

# Fundraiser Request | School Year 2025 - 2026

**Submit this completed form to the Business Office at least 10 days before each school board meeting**

#926 Activity Acct #	AMS PTO Activity Account Name
-------------------------	----------------------------------

Ardmore Middle School School	January 6th - 31st, 2026 Fundraiser Date
---------------------------------	---

**Fundraiser Requested**  
Coin War between Grades

**Purpose of Fundraiser**  
Raise funds for AMS PTO

Is this fundraiser to sell spirit items which will use the district's logo, mascot and/or school colors?  
 No  Yes  
 If yes, design information must be submitted to the Communications Office at the Administration Center for pre-approval.

<b>What expenditures will you have with this fundraiser?</b> Cost to purchase product, cost to make product...etc...	\$ 0 Estimated Expense	\$ 800 Estimated Net Profit After Expenses
None		

**Is this fundraiser to sell a " food item "**

No [Complete Page 1 Only]  Yes Complete both pages to determine Eligibility for your food fundraiser

**Is this fundraiser a " raffle "**

No  Yes If yes, include with the fundraiser request a list of your raffle items that will be submitted to the Board of Education for approval.

As a reminder, if you are a club or organization that will need to use a district facility for your fundraising event, contact the Business Office to see if the facility is available and to determine if any facility usage costs may be incurred with your event. 580.221.3001 Ext 1221.

Angela Richard  
 \_\_\_\_\_  
 Sponsor's Name  
 Kim Roberts  
 \_\_\_\_\_  
 Principal/Administrator Name

*Angela M. Richard*  
 \_\_\_\_\_  
 Sponsor's Signature  
*Kim Roberts*  
 \_\_\_\_\_  
 Principal/Administrator Signature

**Communications Office**

Design Review for Spirit Items

*NA*

Approved  Denied

\_\_\_\_\_  
 Communications Liaison

**Central Office Administration**

Date Received by Bus Ofc: 12-9-25

Date Received by Supt Ofc: 12-10-25

Approved  Denied

*[Signature]*  
 \_\_\_\_\_  
 Superintendent

**Board of Education**

Date of Board Meeting: 12-16-25

Approved  Denied

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

## HEAD START CONTRACT AND MEMORANDUM OF UNDERSTANDING

This agreement made and entered into on this 1st day of August, 2025 by and between **BIG FIVE COMMUNITY SERVICES, INC.**, hereinafter called "Agency", and **ARDMORE PUBLIC SCHOOL DISTRICT**, hereinafter called "Contractor":

### **WITNESSETH:**

The effective date of this agreement shall be for a period commencing August 1, 2025 and ending at midnight May 31, 2026.

Whereas, the Agency provides services for TWO (2) Head Start Classrooms consisting of four-year old pre-school classroom (totaling no more than 20 children per classroom) and one (1) Before and After School Care” for working parents and/or parents of students in collaboration with Ardmore Public Schools.

Whereas, it is the desire of the Agency and the Contractor to equally share the cost of labor to operate this collaboration, including all Head Start teachers, aides, and other Head Start support staff agreed to between the Agency and Contractor. It is therefore agreed between the parties as follows:

1. Both the Agency and the Contractor will share equally **one-half** of all salaries and fringe benefits of TWO (2) four-year old teachers' salaries of **\$99,615.86** including fringe, TWO (2) four-year old teacher's aides' salaries of **\$40,649.31**
2. Total personnel reimbursement paid by the Agency will be **\$70,132.59**. The Agency will pay for one (1) Extended Day HUGS Program staff member salary of **\$15,000.00** for after-school and 15 Holidays. The Agency will also pay the contractor **\$12,000** per year for utilities, including gas, electricity, telephone, and water/sewer. The Agency will also provide basic supplies for TWO (2) classrooms. The total reimbursement paid by the Agency will be **\$97,132.59** paid in two equal payments of **\$48,566.29** per semester. The Contractor shall ensure that the teaching staff fulfills all duties and responsibilities required by Head Start as mandated by the State of Oklahoma and United States Federal Government, including the Oklahoma State Department of Education guidelines and requirements, The Oklahoma Department of Human Services State Licensing, the United States Health and Human Services Performance Standards, and all mandatory and required Head Start In-Service Training and Professional Development. The Contractor will submit to the Agency, no later than October 1, 2025, all salaries and fringes of Head Start staff. Payments are to be made by either the Agency to the Contractor or the Contractor to the Agency in two equal payments for the 2025-2026 school year at the end of each semester.
3. The Agency **will not** pay for substitutes related to teacher sickness, personal, or emergency leave. The Agency **will** pay for all substitutes for Head Start-related activities that are required by the Agency, such as In-Service training or Professional Development activities mandated by Head Start.
4. The Agency and the Contractor will assume full responsibility for the operation of the total program including the hiring, firing, supervision and evaluation of all staff. The Agency and the Contractor shall ensure that the teaching staff fulfills all duties and responsibilities required by Head Start as mandated by Oklahoma and Federal governments, including the Oklahoma State Department of Education Guidelines, Oklahoma DHS state licensing, and HHS Federal Performance Standards, The Agency

administrative staff will monitor the operation of the classrooms periodically to ensure that the requirements are being met and maintained at all times.

5. The Contractor, through its School Lunch Program, shall provide meals consisting of breakfast, lunch and an afternoon supplement for all Head Start children. The Contractor will file and receive full reimbursement from CACFP for all Head Start children who are eligible for free or reduced-price meals for the breakfast and lunch provided. The Agency will file for reimbursement from CACFP on the afternoon supplement and reimburse the Contractor. The Agency likewise will reimburse Contractor for the costs of all adult meals.

6. The Contractor agrees to furnish as Non-Federal In-Kind Contributions the following:  
4,200 sq. ft. of classroom space at Will Rogers Pre-School and Head Start Center at \$0.92 per sq. ft. or \$3,864 per month.  
720 sq. ft. of dining/kitchen space at \$0.92 per sq. ft. or \$662.4 per month  
Transportation costs of \$30.00 per day for nine and one-half calendar months  
40,000 sq. ft. of playground space at \$.13 per sq. ft. or \$5,200 per month.

7. The Agency and the Contractor further agree to that the Contractor will furnish special services to Big Five Head Start children, who are identified in need of special services, as set forth in the Cooperative Agreement which is attached hereto as Attachment "A" and made a part of this agreement. The Contractor and the Agency will abide by the Conditions for Collaboration Agreements which is Attachment "B" hereto.

8. According to the Head Start Performance Standards, PART 1306, 1306.32(a)(3), for classes serving predominately three and four-year-old children, the four-year-old pre-school classroom (totaling no more than 20 children per classroom) and the three-year-old classroom (totaling no more than 17 children per classroom). This must be strictly adhered to by all parties and will be dependent upon state licensing requirements for space allocation for the number of children.

9. All equipment and supplies furnished by the Agency to the Contractor, including but not limited to, playground equipment and classroom supplies, shall remain the property of the Agency and be subject to immediate removal at the discretion of the Agency.

**IN WITNESS WHEREOF**, the Agency and the Contractor have executed this Agreement as of the date first written above.

CONTRACTOR

AGENCY

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Head Start/Early Head Start Director

ARDMORE PUBLIC SCHOOL  
DISTRICT

BIG FIVE COMMUNITY SERVICES, INC.  
AGENCY

\_\_\_\_\_  
Executive Director

**HEAD START PROGRAM**

I. This Cooperative Agreement is entered into between the Ardmore Public School District, which is the Local Education Agency, and Big Five Community Services, Inc. Head Start Program.

II. Purpose of Agreement:

To cooperatively provide services for Head Start children in the Ardmore Public School District.

III. Agreement:

Ardmore Public School District agrees to provide to Head Start the following:

1. Speech screening and report with follow-up therapy when indicated.
2. Report of Diagnosis, staffing, and I.E.P. on each Head Start child identified in need of special services.
3. Written notice of placement and I.E.P. meetings.
4. Dual enrollment with Head Start for children who qualify.
5. Periodic progress reports on Head Start children who receive special services.

Head Start agrees to:

1. Send to Ardmore Public School District a list of the classroom sites, location, telephone numbers, and teaching staff.
2. Provide classroom average daily attendance to the Local Education Agency.
3. Head Start staff will refer children with disabilities throughout the year. All referrals will be made by the Disabilities Coordinator to the Local Education Agency.
4. Head Start staff will bring or notify parents to come to the placement decision and I.E.P. meetings at designated time.

Ardmore Public School District and Big Five Community Services, Inc. agree:

1. This agreement will be in effect for the "2025-2026" school year.
2. Either party may terminate upon 30 days written notice.

**ARDMORE PUBLIC SCHOOL DISTRICT**

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

Signed: \_\_\_\_\_  
**L.E.A. Representative**

**BIG FIVE COMMUNITY SERVICES, INC.**

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

Signed: \_\_\_\_\_  
**Head Start Director**

**CONDITIONS FOR COLLABORATION AGREEMENT**

1. All Federal Performance Standard Requirements and State Licensing Regulations must be met and maintained for the Head Start Program to be in compliance at all times.
2. All Certified Teachers in Collaboration Classes must be made aware by the school administration that the Head Start Program is contracting with the School System for a portion of their time to perform the services to meet Head Start Guidelines. Classroom operation will be monitored by Head Start Specialists and the Head Start Director periodically to ensure that regulations and requirements are being met and Center Visit Reports from Head Start Specialists will be made. (These reports reflect the status of compliance of the center).
3. Locking file cabinets must be provided in each classroom and teaching staff must maintain confidentiality of records by keeping file cabinets locked at all times. Both teachers and aides must be involved in record keeping, including maintaining children's records. Only authorized staff is allowed access to files. Staff accessing children's files must sign cover sheet on file to ensure confidentiality. Any Public School records may be maintained as needed.
4. Both Teachers and Aides must be involved in supervising Learning Center Activities and Playground Activities.
5. All Head Start Forms address certain requirements; however, in some instances if the information is the same, only in different format, the school form may be used. The Head Start attendance form is not optional however, due to answering certain Social Service requirements by code on the form, such as checking on child with phone call, or visit.
6. Parent Involvement is a major component of the Head Start Program and is mandated by HHS. It is a program goal to have a volunteer every day in the classroom. It is in a compliance regulation to have a parent volunteer in every classroom at least one-half of the time. The volunteer is to be given meaningful tasks while volunteering. Parents are encouraged to volunteer one day a month or as much as possible. Volunteer Training is provided in September of each year. The Non-Federal Match for Federal Funds is generated through volunteer services, donated supplies, space, and transportation. If Federal Funds is not obtained, the program would have to pay the funds back at the rate of 4 to 1.
7. All Head Start Teachers and Aides (including certified Teachers on school payroll) must have awareness of the component plans and the plans must be adhered to in the classroom.
8. A Developmental Screening is administered twice a year and activities are planned to meet the developmental needs of the child.
9. There are two required Home Visits and two Parent Conferences made by the teaching staff to each child's home each year. The two Educational Visits must be made by the teaching staff. Family Advocates may make other visits to the home as needed. Parent Conferences in the classroom do not meet the requirement for Home Visits.

10. Head Start's positive discipline policies must be adopted by the school system for the Collaboration classes. Both Head Start and State Licensing regulations for positive guidance must be maintained even though schools may normally use other techniques. This must be thoroughly discussed when developing the collaboration.
11. Family Style Meals must be provided with staff eating with the children, and eating the same food. Head Start will pay for three adult meals per day: teacher, aide, and volunteer.
12. A telephone must be available in each classroom for Teachers to communicate with Head Start supervisors and parents. Head Start will provide the phone and monthly costs. Logs of all long distance calls will be maintained by staff. Staff will be encouraged to limit calls as much as possible so that supervision of children will not be compromised.
13. Parent meetings must be held monthly at the center to plan activities for the children to provide training for parents.
14. Teachers and other staff hired by the schools and on school payroll, who work in the collaboration classes must attend Head Start Pre-Service Training, regardless of when the public school starts. They also must attend other training throughout the year when scheduled.
15. Implement a research-based early childhood curriculum that (E) is aligned with the Head Start Child Outcomes Framework developed by the Secretary and, as appropriate, State early learning standards
16. Establish ongoing communications between the Head Start agency and local educational agency for developing continuity of developmentally appropriate curricular objectives (which for the purpose of the Head Start program shall be aligned with the Head Start Child Outcomes Framework and, as appropriate, State early learning standards) and for shared expectations for children's learning and development as the children transition to school.
17. Generate support and leverage the resources of the entire local community in order to improve school readiness.
18. Establish ongoing channels of communication between Head Start staff and their counterparts in the schools (including teachers, social workers, local educational agency liaisons designated under section 722(g)(1)(J)(ii) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11432(g)(1)(J)(ii)), and health staff) to facilitate coordination of programs.
19. Develop and implement a system to increase program participation of underserved populations of eligible children.
20. Organize and participate in joint training, including transition related training for school staff and Head Start staff.
21. Link the services provided in such Head Start program with educational services, including services relating to language, literacy, and numeracy, provided by such local educational agency.

22. Encourage States to supplement the T/TA funds with Federal, State, or local funds other than funds made available, to expand training and technical assistance activities beyond Head Start agencies to include other providers of other early childhood education and development programs within a State
23. Coordinate activities to make resources available for full working-day and full calendar year available to children.
24. Coordinate activities and collaborate with programs under the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858 et seq.).
25. Develop and implement a systematic procedure for transferring, with parental consent, Head Start program records for each participating child to the school in which such child will enroll.
26. Establish comprehensive transition policies and procedures that support children transitioning to school, including by engaging the local educational agency in the establishment of such policies.
27. Conduct outreach to parents and elementary school (such as kindergarten) teachers to discuss the educational, developmental, and other needs of individual children.
28. Help parents of limited English proficient children understand the instructional and other services provided by the school in which such child will enroll after participation in Head Start; and as appropriate, the information provided to parents of limited English proficient children under section 3302 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7012).
29. Develop and implement a family outreach and support program, in cooperation with entities carrying out parental involvement efforts under title I of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6301 et seq.), and family outreach and support efforts under subtitle B of title VII of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.), taking into consideration the language needs of parents of limited English proficient children.
30. Assist families, administrators, and teachers in enhancing educational and developmental continuity and continuity of parental involvement in activities between Head Start services and elementary school classes.
31. Help parents (including grandparents and kinship caregivers, as appropriate) to understand the importance of parental involvement in a child's academic success while teaching them strategies for maintaining parental involvement as their child moves from Head Start to elementary school.
32. Help parents understand the instructional and other services provided by the school in which their child will enroll after participation in the Head Start program.
33. Collaborate on the shared use of transportation and facilities.
34. Collaborate to reduce the duplication and enhance the efficiency of services while increasing the program participation of underserved populations of eligible children.
35. Exchange information on the provision of non-educational services to such children.

**BIG FIVE HEAD START  
TRANSITION COOPERATIVE AGREEMENT**

**BIG FIVE HEAD START AND ARDMORE PUBLIC SCHOOL DISTRICT** have agreed upon the following objectives and activities that will provide for the smooth transition of children leaving Head Start and entering the elementary school. All areas of collaboration involving the school system and Head Start will be in accordance with the policies and procedures of both agencies.

1. To make age-appropriate referrals to the school system and to Head Start. The LEA will refer preschool special needs children and those suspected of having a special need or need of Head Start services to Head Start when appropriate. Big Five Head Start will refer to the school any children from 3 to 5 who are suspected of having special needs. Children from birth to 3 will be referred to Sooner Start.
2. To assist in the provision of a smooth transition of children leaving Head Start and entering the school system, which are identified as, or suspected of having special needs. The LEA will arrange for special education staff member to explain the school's special education process and services available to parents of special need children. The LEA will begin the school's assessment process for early eligibility ruling for school placement in kindergarten. Big Five Head Start will schedule conferences with parents of graduating children with special needs. Permission for release of information will be obtained. The IEP, medical records, and other pertinent information will be shared with the school to assist in eligibility ruling. Parents will give written permission for release of information.
3. To assist in the tracking of special needs children, The LEA will respond to the Results Outcome Management Accountability for each special needs student transitioned from BFHS programs. The report will be due in September and November.
4. To prepare students for the transition to public schools, the LEA will send administration staff and kindergarten teachers to serve on the Education Advisory Committee. Head Start and the LEA will work together to provide activities and information for parents in order to provide a smooth transition from Head Start to the public school system.
5. To share information between the school system and BFHS, which may be beneficial in assisting the smooth transition of children. BFHS will share the spring Lap-D results and kindergarten screening with the public school for each child entering their school after a permission for release of information signed by the parent is obtained.
6. To evaluate the transition plan periodically and coordinate collaboration efforts through annual meetings. The LEA and BFHS will meet to evaluate effectiveness of collaboration efforts for a smooth transition. Discussion will be continued by sharing resources (materials, children, providers, etc.) to increase comprehensive and quality services for children. Determination of needed modifications, expansions, and/or additions to written agreements will be made.

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Superintendent

**ARDMORE PUBLIC SCHOOL DISTRICT**

**ARDMORE CITY SCHOOLS (10-I019)**  
Ardmore, OK  
**INDIAN POLICIES AND PROCEDURES**  
2025-26 School Year

It is the intent of Ardmore City Schools (ACS) that all Indian children of school age have equal access to all programs, services, and activities offered within the school district. To this end, the Ardmore City Schools School District will consult with local tribal officials and parent/guardians (parents) of Indian children in the planning and development of Indian Policies and Procedures (IPPs), general education programs, and activities. These policies and procedures will be reviewed annually and revisions will be made within 90 days of the determination that requirements are not being adequately met.

**ATTESTATIONS**

Ardmore City Schools attests that it has established Indian Policies and Procedures as required in section 7003 of the Impact Aid law for any children claimed who reside on eligible Indian lands. The IPPs have been adequately disseminated to the tribes and parents of children residing on eligible Indian lands. A copy of the current policies and procedures will be attached to the annual Impact Aid application.

Ardmore City Schools attests that it has prepared a copy of written responses to comments, concerns, and recommendations received from tribal leaders and parents of Indian children through the Indian Policies and Procedures consultation process and these responses to tribal leaders and parents of Indian children are ready for dissemination to said parties prior to the submission of our annual Impact Aid application via our school website, availability for viewing in the Indian Education office, and/or personal mailing upon request.

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## INDIAN POLICIES AND PROCEDURES

**POLICY 1: Ardmore City Schools will disseminate relevant applications, evaluations, program plans, and information related to ACS's educational programs and activities with sufficient advance notice to allow the Chickasaw Nation of Oklahoma and ACS parents of Indian children the opportunity to review and make recommendations (34CFR222.94(a)(1)).**

### **Procedure 1:**

1.1 Ardmore City Schools will disseminate the Impact Aid application, the equal participation evaluation, and program plans to the tribal officials and a summary to the parents of Indian children.

1.2 The aforementioned documentation will be disseminated to the Chickasaw Nation of Oklahoma (tribe) via the United States Postal Service. Parents of Indian children and the public will receive said documentation upon request and also be given notice of any and all meetings related to equal participation or the content of the educational programming and activities by including information about meeting times and locations in at least three of the following ways: emails, the students' enrollment papers, grade reports, local newspaper, school website and/or school social media postings. The locations, date, and time of any meeting described above shall be posted in the same manner as a legally posted Board meeting. Minutes from the meetings will be posted on the District's website for all patrons and Tribal officials to review. This will allow for ongoing dissemination of information.

1.3 The aforementioned documents will be sent out as soon as reasonably possible after such information becomes available, but not later than one week in advance of any meeting to discuss them.

**POLICY 2: Ardmore City Schools will provide an opportunity for the Chickasaw Nation of Oklahoma and parents of Indian children to provide their views on the District's educational program and activities, including recommendations on the needs of their children and on how the District may help those children realize the benefits of the educational programs and activities (34CFR222.94(a)(2)).**

### **Procedure 2:**

2.1 In order to gather input and recommendations from parent/guardians and tribal officials, Impact Aid surveys are to be completed by parent/guardians of Indian children during their school enrollment process and will be mailed via USPS to the tribe during this enrollment time. The Impact Aid Task Force (Task Force) then meets twice a semester at 5:30 PM in Ardmore City Schools' Board Room on the first Thursday of October, December, February, and April (unless there is a

need to reschedule). The meeting includes the purpose of receiving input from the tribe and parents of Indian children on the content of the educational program and activities. In addition, individuals or tribal officials may address the Ardmore City Schools' Board of Education (School Board/Board) with any comments, concerns, recommendations, or proposed action by complying with the Board's guidelines for being placed on the Board Agenda as found on the ACS website (ardmoreschools.org). An annual Impact Aid Public Hearing during which public and tribal feedback may be delivered is held at each December Board of Education meeting. Parents and tribal officials may also contact the school district directly to provide input on the content of the educational program and activities.

2.2 The tribe and the parents of Indian children will be notified of any and all meetings at which they can provide input on the content of the educational program and activities via the United States Postal Service for the tribe and for the parents via the school district's website/calendar, student newsletters, progress reports, emails, and/or Indian Education enrollment papers/newsletter at least one week prior to said meeting(s).

2.3 The school district will annually contact the Governor's Office of Chickasaw Nation to confirm that the preferred method of communication continues to be the United States Postal Service. The tribe will then disseminate communication within the tribe as needed.

2.4 To the extent possible, the school district will accommodate the tribe's preferred method of communication in all contact related to these IPPs and the consultation process.

2.5 If consultation meetings have a low participation rate, the school district will work with the tribe and the parents of Indian children to determine how to modify the consultation process in a way that improves participation.

**POLICY 3: Ardmore City Schools will annually assess the extent to which Indian children participate on an equal basis with non-Indian children in the District's educational programs and activities (34CFR222.94(a)(3)).**

**Procedure 3:**

3.1 The school district will annually analyze participation rates of Indian children compared to other children in all aspects of the educational program and school sponsored activities. Supporting documents of class rolls and rosters with the names of Indian children in attendance will be maintained. If it is determined that there are gaps in Indian participation in the educational program or activities, the Impact Aid Task Force will consult with parent/guardians and tribal officials to recommend modifications to the educational programming in such a way as to improve Indian participation.

3.2 The school district will annually review and evaluate all academic and co-curricular activities in its calculation of participation rates. School data, annual enrollment Impact Aid Survey, and comments received from the tribe, parent/guardians, and students will be considered.

3.3 The school district will send the complete evaluation and its results to the tribe by United States Postal Service and a summary of the evaluation will be sent to the parents by sending the evaluation results to the parent(s) with the student's first grade report. Therein, information will be given on how the parents may obtain a full copy of the documents. These documents will be disseminated as soon as possible, but at least one week in advance of any meeting to discuss them. Also, for viewing and upon request, data will be available in the school's designated administrative office.

3.4 In order to gather views and concerns, Impact Aid surveys are completed by parent/guardians of Indian children during their enrollment process. The Impact Aid Task Force meets twice a semester at 5:30 PM in Ardmore City Schools' Board Room, on the first Thursday of October, December, February, and April (unless there is a need to reschedule) for the purpose of soliciting input from the tribe and parents of Indian children on equal participation. In addition, an annual Impact Aid Public Hearing during which public and tribal feedback may be delivered is held at each December Board of Education meeting. Individuals or tribal officials may address the Ardmore City Schools' December's Board of Education meeting with any comments, concerns, recommendations, or proposed action by complying with the Board's guidelines for being placed on the Board Agenda as found on the ACS website (ardmoreschools.org). Moreover, parents and tribal officials may contact the school district directly to provide input on the content of the educational program and activities.

3.5 The equal participation evaluation and results will be distributed as soon as possible so as to allow sufficient time for review and reflection, but at a minimum of one week in advance of any meeting to discuss them.

**POLICY 4: Ardmore City Schools will modify the IPPs if necessary, based upon the results of any assessment or input described in this document (34CFR222.94(a)(4)).**

**Procedure 4:**

4.1 The Ardmore City School Board will establish an ad hoc committee of Indian parents and Tribal officials to be known as the Impact Aid Task Force (Task Force). This committee will annually review the components of the Indian Policies and Procedures to ensure that they meet federal regulatory and statutory requirements. It shall also serve as a task force to review the meaningfulness of Indian input and the District's response to Indian commentary. The Task Force evaluates recommendations for all proposed changes to the IPPs. Should the recommendation be deemed to have merit, the Task Force may send said recommendation to the School Board for consideration.

4.2 At the October meeting of the Task Force, the Task Force will review the IPPs and make any needed recommendations for changes. At this meeting, the parents of Indian children and tribal officials may also make any recommendations for changes to the IPPs. The Task Force, parents of Indian children, and tribal officials may make suggestions for changes to IPPs at other times of the year at Task Force meetings, school board meetings (following set Board presentations guidelines as dictated on the ACS website (ardmoreschools.org)), or in direct communication with the school district.

4.3 The School Board shall decide if the IPPs will be revised to accommodate the changes.

4.4 All changes to the IPPs become effective upon adoption by the School Board.

4.5 Chickasaw Nation of Oklahoma will be notified of any changes to the IPPs and will be provided a new copy of the IPPs via the United States Postal Service. Parents will be advised of changes and provided a summary of the changes through the school's website and by the school site's newsletters and/or grade reports. Instruction on how to obtain a full copy of revised IPPs will be contained therein. For viewing upon request, data will be made available electronically or may be viewed in the school's designated administrative office.

**POLICY 5: Ardmore City Schools will respond at least annually in writing to comments and recommendations made by the tribe or parents of Indian children, and disseminate the responses to the tribe and parents of Indian children prior to the submission of the IPPs by Ardmore City Schools 34CRF222.94(a)(5).**

5.1 The school district will respond in writing by topic to comments, questions, and recommendations received related to the IPPs or educational programs and activities.

5.2 The school district will respond at least annually to the comments, questions, and recommendations received related to the IPPs or educational programs.

5.3 The written response to comments, questions, and recommendations received related to the IPPs or educational programs will be disseminated by United State Postal Service to the tribe and to the parents by the site's student newsletters and/or mailed in the Indian student's grade report. For viewing upon request, data will be made available by USPS mail, electronically, or may be viewed in the school's designated administrative office.

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**POLICY 6: Ardmore City Schools will provide a copy of the IPPs annually to the affected tribe (34CFR222.94(a)(6)).**

**Procedure 6:**

6.1 Ardmore City Schools will send a copy of the IPPs to the Chickasaw Nation of Oklahoma before the school district submits its application to the Impact Aid Program on or before January 31<sup>st</sup> of each year.

The Impact Aid Policies and Procedures for Ardmore City Schools were reviewed and approved by the Ardmore City Schools Board of Education this 16th day of December, 2025.

\_\_\_\_\_  
Ardmore City Schools  
Board of Education President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ardmore City Schools Superintendent

\_\_\_\_\_  
Date



**SAMPLE**

**Lockers to Surplus**