

**Sterling Public Schools
Board Of Education Agenda- Regular Meeting
Sterling Public Schools Library, 400 S. Tiger Blvd., Sterling, OK 73567
Tuesday, June 14, 2022 at 7:00 PM**

AGENDA

1. Roll call and call to order.
2. Invocation - Shawn Nunley and Pledge of Allegiance - Candra Turpin.
3. Discussion/Approval Items
 1. Consent agenda: All of the following items, which concern reports and items of a routine nature normally approved, will be approved by one vote, unless any 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:
 1. Approve minutes of the previous meetings.
 2. Approve financial statements.
 3. Approve transfers within activity account.
 4. Approve purchase orders and warrants for the following funds: general, building, sinking, and any change order list.
 5. Approve activity accounts.
 6. Approve resignations - Todd Davis
 7. Discussion and possible vote to approve 35 as the grade limit for transfers.
 8. Discussion and possible vote to adopt Imagine Learning as the online curriculum provider for the coming school year.
 9. Discussion and possible vote to approve the professional development plan for the 2023-2024 school year.
 10. Discussion and possible vote to approve the waiver of the pro-rata share of interest earned on tax collections if the treasurer makes double apportionments during the peak collection months in the 2022-2023 school year.
 11. Discussion and possible vote to approve the service agreement with OSSBA Employment Services (unemployment) for the 2022-2023 school year.

12. Discussion and possible vote to approve the contract with CRW Consulting (erate) for the 2022-2023 school year.
 13. Discussion and possible vote to approve the renewal of the Qualified Zone Academy Bond Lease for the fiscal year ending June 30, 2023 as required under the provisions of the Equipment Lease Purchase Agreement dated February 28, 2014 between the District and Zions First National Bank.
 14. Discussion and possible vote to approve the renewal of the LED Lighting and Related Equipment Lease for the fiscal year ending June 30, 2023 as required under the provisions of the Oklahoma School Lease-Purchase Agreement dated February 1, 2018 between the District and Government Capital Corporation.
 15. Discussion and possible vote to approve the renewal of the Lease Purchase of an Ag Trailer for the fiscal year ending June 30, 2023, as required under the provisions of the Oklahoma School Lease-Purchase Agreement dated April 26, 2022, between the District and Fletcher First National Bank.
 16. Discussion and possible vote to approve John Pinkston, Superintendent to sign certificates of authority and Federal programs for the 2022- 2023 school year.
2. Discussion and possible vote to employ a secondary teacher for FACS and any other assignments.
 3. Discussion and possible vote to approve OSAG as the provider of Workers Comp Insurance for 2022-2023.
 4. Vote to convene into executive session for the discussion of extra duty salaries, support salaries, and the minimum salary schedule for certified personnel. 25 O.S. Sec. 307(B)(1)
 5. Acknowledge the return of the Board to open session and reading of the executive session compliance statement.
 6. Discussion and possible vote to approve extra duty salaries, support salaries, and the minimum salary schedule for certified personnel for the 2022-2023 school year.
 7. Discussion and possible vote to approve the use of 1080 hours formula in lieu of 180 days for the 2022-2023 school year as outlined in HB1864.
 8. Discussion and possible vote to employ Psychometric Services for the 2022-2023 school year.
 9. Discussion and possible vote to accept the insurance bid from OSIG for the 22-23 school year.
 10. Discussion and possible vote to approve Special Services Agreement with Crossroads Youth & Family Services, Inc. Head Start/Early Head Start.
 11. Discussion and possible vote to approve changes to the student handbook for the 2022-2023 school year.

12. Discussion and possible vote to approve a contract for the 2022-2023 school year with the Center for Education Law for the basic legal services program.
4. Superintendent report - Grants, Bond item purchase progression, Thank You for a wonderful 5 years
5. New business.
6. Adjourn

Board Of Education Agenda- Regular Meeting

Tuesday, May 10, 2022 7:00 PM

Sterling Public Schools Library, 400 S. Tiger Blvd., Sterling, OK 73567

Attendance Taken at 7:00 PM.

Jeff Milam: Absent

Brian Moore: Present

Shawn Nunley: Present

Candra Turpin: Present

Shannon Wilmeth: Present

Present: 4, Absent: 1.

Attendance Update Taken at 7:36 PM.

Jeff Milam: Present

Present: 5.

1. Roll call and call to order.

2. Reorganization of the Sterling School Board: President, Vice-President, Clerk

Pres - Brian Moore, VP Shawn Nunley, Clerk Jeff Milam, passed with a motion by Shannon Wilmeth and a second by Jeff Milam.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

3. Invocation - Shawn Nunley, and Pledge of Allegiance - Kent Lemons.

4. Recognitions -

Baseball State Qualifier

Sterling Tigers

Baseball Roster

1	Nate Anderson JR	OF/P
2	Kyran Mitchell SR	OF/P
3	Matias Puccio SR	C/2b
5	Reydon Register SR	P/3b
7	Beau Davis SR	P/1b
8	Jayden Huitt JR	P/SS
9	Clinton Moore SO	C/P
10	Max Puccio SO	OF/P
12	Tyler Pierce JR	P/SS
13	Riley Lile FR	3b/P
16	Alec Jay JR	OF

18	Kayden Wilson	FR	2b/P
20	Kash Harris	FR	IF
22	Ty Lorentz	JR	OF

Head Coach-Brett Holmes
 Asst. Coach-Donald Youngstedt
 Asst. Coach-Jayson Wilson
 Principal- Marty Curry
 Superintendent- Kent Lemons

Softball Regional Qualifier
Sterling High Softball
Roster
2021-2022

<u>No.</u>	<u>Name</u>	<u>Class</u>	<u>Position</u>
00	Kenley Geiger	10	P/IF/OF
1	Shelby Spence	10	IF
3	Grace Milam	10	IF/OF
4	Shelbi Pearson	10	C/IF
5	Lanie Merritt	9	IF/OF
7	Emma Nunley	11	IF
9	Morgan Curry	10	P/IF
10	Ava Alexander	9	IF/OF
12	Kalleigh Budd	9	IF/P
14	Ashlyn Clift	10	C/IF/OF
15	Lacy Spence	9	OF
20	Cierra Roberts	12	OF
27	Mickayla Tahah	12	IF/OF
28	Kenzie Hale	10	OF

Head Coach: Van Monroe
Asst. Coach: Mike Moore
Principal: Marty Curry
Superintendent: Kent Lemons

5. Discussion/Approval Items

The consent agenda passed with a motion by Brian Moore and a second by Candra Turpin.
 Jeff Milam: Absent, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon
 Wilmeth: Yea
 Yea: 4, Nay: 0, Absent: 1

5.1. Consent agenda: All of the following items, which concern reports and items of a routine nature normally approved, will be approved by one vote, unless any 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:

5.1.1. Approve minutes of the previous meetings.

5.1.2. Approve financial statements.

5.1.3. Approve transfers within activity account - Two transfers concerning left over Prom money

5.1.4. Approve purchase orders and warrants for the following funds: general, building, sinking, and any change order list.

5.1.5. Approve activity accounts.

5.1.6. Approve resignations - Tim Black, Stacy McDowell

5.1.7. Discussion and possible vote to approve 35 as the grade limit for transfers.

5.1.8. Discussion and possible vote to approve a renewal speech therapy contract with Rachel Bush for the 2022-2023 school year at a flat weekly rate of \$556.00.

5.1.9. Discussion and possible vote to approve a renewal occupational therapist contract with Robertson Therapy Services for the 2022-2023 school year at an hourly rate of \$60.00.

5.1.10. Discussion and possible vote to approve the Parent Involvement Policy for 2022-2023.

5.1.11. Discussion and possible vote to retroactively approve for April 27, 2022, a vendor for the hot water heater in the cafeteria due to an emergency purchase.

5.1.12. Discussion and possible vote to approve the contract with Allied Lab, Inc. for the 2022-2023 school year.

5.1.13. Discussion and possible vote to approve a General Fund Supplemental Appropriation in the amount of \$17,780.54.

5.1.14. Discussion and possible vote to renew school membership in OSSBA, the OSSBA Policy service, and renewing Assemble Meetings.

5.2. Discussion and possible vote to approve the following new or revised policies: FMFE Spectator Code of Conduct, GJ School Visitors, GJ-P Visitor grievance, CDCC Equal Opp Edu Scholar Tax Credit, BEA Agenda prep, BEC Exec Session, CKAE Contraband Searches, CKAE-R Contraband Searches regulation, FNF Student Search, FNF-E Student Search list, FNF-R Student Search reg, FO Discipline, FO-R1 Control and Discipline Policy, FOB Corporal Punishment, FOD Suspension, FOD-R Suspension reg, EIED Graduation, EMC Graduation Policy.

Motion to approve the following new or revised policies: FMFE Spectator Code of Conduct, GJ School Visitors, GJ-P Visitor grievance, CDCC Equal Opp Edu Scholar Tax Credit, BEA Agenda prep, BEC Exec Session, CKAE Contraband Searches, CKAE-R Contraband Searches regulation, FNF Student Search, FNF-E Student Search list, FNF-R

Student Search reg, FO Discipline, FO-R1 Control and Discipline Policy, FOB Corporal Punishment, FOD Suspension, FOD-R Suspension reg, EIED Graduation, EMC Graduation Policy Passed with a motion by Candra Turpin and a second by Brian Moore. Jeff Milam: Absent, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea
Yea: 4, Nay: 0, Absent: 1

5.3. Discussion and possible vote to employ a secondary teacher for English and other electives as assigned.

Motion to employ Lacey Clements as a secondary teacher for English and other electives as assigned passed with a motion by Brian Moore and a second by Shawn Nunley. Jeff Milam: Absent, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea
Yea: 4, Nay: 0, Absent: 1

5.4. Discussion and possible vote to choose a vendor to replace the community center gym floor.

Motion to choose Beckett Bros. to replace the community center gym floor in the amount of \$66358.60 Passed with a motion by Candra Turpin and a second by Brian Moore. Jeff Milam: Absent, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea
Yea: 4, Nay: 0, Absent: 1

5.5. Discussion and possible vote to choose a vendor to build awnings at the elementary.

Motion to choose Taylor Made Fences LLC to build awnings at the elementary passed with a motion by Brian Moore and a second by Candra Turpin. Jeff Milam: Absent, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea
Yea: 4, Nay: 0, Absent: 1

5.6. Discussion and possible vote to approve the Cameron University Concurrent Enrollment Memorandum of Understanding.

Motion to approve the Cameron University Concurrent Enrollment Memorandum of Understanding Passed with a motion by Brian Moore and a second by Shawn Nunley. Jeff Milam: Absent, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea
Yea: 4, Nay: 0, Absent: 1

5.7. Discussion and possible vote to approve a renewal physical therapist contract with Aimee Carter for the 2022-2023 school year at an hourly rate of \$70.00 and a \$0.55 a mile.

Motion to approve a renewal physical therapist contract with Aimee Carter for the 2022-2023 school year at an hourly rate of \$70.00 and a \$0.55 a mile Passed with a motion by Shawn Nunley and a second by Candra Turpin. Jeff Milam: Absent, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea
Yea: 4, Nay: 0, Absent: 1

5.8. Discussion and possible vote to approve the following revised policies:

FE - Student Transfer

FEF - Student Transfers of Employees

Motion to approve the following revised policies: FE - Student Transfer FEF - Student Transfers of Employees Passed with a motion by Brian Moore and a second by Candra Turpin.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

6. Administrative reports.

6.1. Principal Reports

7. Superintendent report - Grants, Maintenance, Financial Disclosure, Region 11 Meeting at Flower Mound May 12, 5:30-6:16 and 6:30- 7:30

8. New business.

9. Vote to convene into executive session for the purpose of discussing the employment of a Superintendent for the 2022-2023 school year.

Motion to convene into executive session at 7:44 pm for the purpose of discussing the employment of a Superintendent for the 2022-2023 school year Passed with a motion by Brian Moore and a second by Candra Turpin.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

10. Acknowledge the return of the Board to open session and read the executive session compliance statement.

11. Adjourn at 8:48 pm

Chairperson

Superintendent

Board Of Education Agenda- Special Meeting

Thursday, May 19, 2022 8:00 PM

Sterling Schools High School Library, 400 S. Tiger Blvd., Sterling, OK 73567

Attendance Taken at 8:00 PM.

Jeff Milam: Present

Brian Moore: Present

Shawn Nunley: Present

Candra Turpin: Present

Shannon Wilmeth: Present

Present: 5. Absent 0

1. Roll call and call to order.

2. No action taken on executive session

3. Discussion and possible vote to hire the new Superintendent for Sterling Public Schools.

Motion to approve hiring John Pinkston as the new Superintendent for Sterling Public Schools by Shawn Nunley and a second by Jeff Milam.

Jeff Milam: yea, Brian Moore: yea, Shawn Nunley: yea, Candra Turpin: yea, Shannon Wilmeth: yea

Yea: 5, Nay: 0

4. Adjourn 8:02 pm

Chairperson

Superintendent

Board Of Education Agenda- Special Meeting

Monday, May 23, 2022 12:00 PM

Sterling Schools High School Library, 400 S. Tiger Blvd., Sterling, OK 73567

Attendance Taken at 12:00 PM.

Jeff Milam: Present

Brian Moore: Absent

Shawn Nunley: Present

Candra Turpin: Present

Shannon Wilmeth: Absent

Present: 3. Absent 2

1. Roll call and call to order.
2. Jeff Milam made the motion and a second by Candra Turpin to approve the adoption of written policies and procedures for post-issuance compliance. Vote 3-0.
3. The board discussed continuing disclosure obligations. See attachment
4. Candra Turpin made the motion and a second by Jeff Milam to approve SNB, N.A., Shattuck, Ok as the lowest bidder for the \$410,000 General Obligation Combined Purpose Bonds of the Sterling School District. Vote 3-0
5. Jeff Milam made the motion and a second by Candra Turpin to approve a resolution providing for the issuance of General Obligation Combined Purpose bonds in the sum of \$410,000 by this school district, authorized at an election called and held for such purpose; prescribing form of bonds; providing for registration thereof; providing for levy of an annual tax for the payment of principal and interest on the same; and fixing other details of the issue. Vote 3-0
6. Candra Turpin made the motion and a second by Jeff Milam to approve a resolution designating the general obligation bonds of 2022 as "Qualified Tax-Exempt Obligations" pursuant to Section 265(b)(3)(B) of the Internal Revenue Code of 1986. Vote 3-0
7. Adjourn at 12:10 pm

Chairperson

Superintendent


Record of Bids

Sterling Public Schools

\$410,000 Combined Purpose Bonds of 2022

BIDS DUE: 23rd day of May, 2022 @ 11:45 o'clock a.m.

(1%=\$18,700.00)

<u>Sealed Bid of:</u>	<u>Net Interest Cost/ Average Rate</u>	
BOK Financial Securities, Inc., Oklahoma City, Oklahoma	Net Interest Cost:	\$65,162.80
	Average Rate:	3.484642%
 SNB Bank, N.A., Shattuck, Oklahoma	Net Interest Cost:	\$62,645.00
	Average Rate:	3.350000%

Post-Issuance Tax Compliance Procedures For Tax-Exempt Bonds
Adopted: 23rd day of May, 2022

The purpose of these Post-Issuance Tax Compliance Procedures is to establish policies and procedures in connection with tax-exempt obligations (the "Bonds") issued by Independent School District Number 3 of Comanche County, State of Oklahoma (the "Issuer"), so as to maximize the likelihood that all applicable post-issuance requirements of the Internal Revenue Code of 1986, as amended (the "Code") and applicable Treasury Regulations (the "Regulations") needed to preserve the tax-exempt status of the Bonds are met. The Issuer reserves the right to use its discretion as necessary and appropriate to make exceptions or create additional provisions as circumstances warrant. The Issuer also reserves the right to change these policies and procedures from time to time.

General

Proceeds of the Issuer's Bonds are used to finance certain facilities and equipment. Federal tax law limitations apply to the Issuer's Bonds. These limitations apply throughout the life of the outstanding Bonds. Some of these "over the life" limitations relate to the investment of proceeds of the Bonds, and others relate to the use and expenditure of the proceeds of the Bonds. A failure to meet these "over the life" limitations at any time during the life of the Bonds could result in the retroactive and prospective loss of the tax-exempt status of the Bonds or the imposition of additional taxes or assessments on the Issuer.

The Board of Education of the Issuer has the overall, final responsibility for monitoring whether the Issuer is in compliance with post-issuance federal tax requirements for the Issuer's Bonds. However, the Board of Education assigns to the Superintendent of Schools (the "Compliance Officer") the primary operating responsibility to monitor the Issuer's compliance with post-issuance federal tax requirements for the Issuer's Bonds.

The Compliance Officer shall be aware of options for voluntary corrections for failure to comply with post-issuance compliance requirements (such as remedial actions under Section 1.141-12 of the Regulations and the United States Treasury's Tax-Exempt Bonds Voluntary Closing Agreement Program) and take such corrective action when necessary and appropriate.

The Compliance Officer shall review post-issuance compliance procedures and systems on a periodic basis, but not less than annually.

Post-Issuance Compliance Requirements

External Advisors / Documentation

The Issuer shall consult with bond counsel and other legal counsel and advisors, as needed, throughout the Bond issuance process to identify requirements and to establish procedures necessary or appropriate so that the Bonds will continue to qualify for tax-exempt status. The Issuer also shall consult with bond counsel and other legal counsel and advisors, as needed, following issuance of the Bonds to ensure that all applicable post-issuance requirements in fact are met. This shall include, without limitation, consultation in connection with any potential changes in use of Bond-financed or refinanced assets.

The Issuer shall be responsible to determine (or obtain expert advice to determine) whether arbitrage rebate calculations have to be made for the Bond issue. If it is determined that such calculations are or are likely to be required, the Issuer shall engage expert advisors (each a "Rebate Service Provider") to assist in the calculation of arbitrage rebate payable in respect of the investment of Bond proceeds, or else shall ensure that it has adequate financial, accounting and legal resources of its own to make such calculations. The Issuer shall make any rebate payments required on a timely basis.

The investment of Bond proceeds shall be managed by the Issuer in accordance with applicable statutory provisions. The Issuer shall maintain adequate records regarding the investments and transactions involving Bond proceeds.

Arbitrage Yield Restriction and Rebate Requirements

The Compliance Officer shall be responsible for overseeing compliance with arbitrage yield restriction and rebate requirements under federal tax regulations, as follows:

- 1) Monitor compliance with the applicable "temporary period" (as defined in the Code and Regulations) exceptions for the expenditure of Bond proceeds, and provide for yield restriction on investments including "yield reduction payments" (as defined in the Code and Regulations) where applicable. Generally, there is a 3-year temporary period for capital projects.
- 2) Ensure that investments acquired with Bond proceeds are purchased at fair market value. In determining whether an investment is purchased at fair market value, any applicable safe harbor under the Code and Regulations may be used.
- 3) In the case of any issue of Bonds for an "advanced refunding" (as defined in the Code and Regulations), coordinate with the Issuer's financial advisor and any escrow agent to arrange for the purchase of the refunding escrow securities, arrange for the computation of the yield on such escrow securities by an outside verification agent, and monitor compliance with applicable yield restrictions.

4) If at the time of Bond issuance, based on reasonable expectations set forth in the tax certificate/agreement executed at the time of Bond issuance (the “Tax Certificate”), it appears likely that the Bond issue will qualify for an exemption from the rebate requirement, the Issuer may defer taking any of the actions set forth in subsection (5). Not later than the time of completion of construction or acquisition of the project (or, in the case of a refunding, the redemption of the refunded bonds), and depletion of all funds from the borrowed money fund, the Issuer shall make a determination if expenditure of the Bond proceeds qualified for exemption from the rebate requirements based on the “small issuer” exception or spending within 6 months, 18 months or 24 months after issuance. As of the adoption of these procedures, the Issue will qualify for the “small issuer” or “spending exceptions” to the general rebate requirements under the following circumstances:

<u>Exception</u>	<u>Circumstances</u>
Small Issuer	An issue (other than a refunding issue) qualifies for the small issuer exception only if the issuer reasonably expects as of the issue date to issue, or in fact issues, \$5M or less in tax-exempt governmental bonds during that calendar year. The aggregation rules of section 148(f)(4)(D) of the Code should be considered when determining whether this exception applies. The \$5M limit shall be increased when financing public school capital expenditures by the lesser of \$10M or so much of the aggregate face amount of the bonds attributable to financing the construction.
6-Month	Section 1.148-7(c) of the Treasury regulations provides an exception to rebate if the gross proceeds of the bond issue are allocated to expenditures for governmental or qualified purposes that are incurred within 6 months after the date of issuance.
18-Month	Section 1.148-7(d) of the Treasury regulations provides an exception to rebate if the gross proceeds of the bond issue are allocated to expenditures for governmental or qualified purposes which are incurred within the following schedule: 1) 15% within 6 months after the date of issuance; 2) 60% within 12 months after the date of issuance; and 3) 100% within 18 months after the date of issuance.
2-Year	Section 1.148-7(e) of the Treasury regulations provides that an exception to rebate is available with respect to construction issues financing property to be owned by a governmental entity or 501(c)(3) organization when certain available construction proceeds are allocated to construction expenditures within the following schedule: 1) 10% within 6 months after the date of issuance; 2) 45% within 12 months after the date of issuance; 3) 75% within 18 months after the date of issuance; and 4) 100% within 24 months after the date of issuance.

If a rebate exemption is determined to be applicable, the Issuer shall prepare and keep in the permanent records of the Bond issue a memorandum evidencing this conclusion together with records of expenditure to support such conclusion. If the transaction does not qualify for rebate exemption, the Issuer shall initiate the steps set forth in (5) below.

5) If at the time of Bond issuance it appears likely that arbitrage rebate calculations will be required, or upon determination that calculations are required pursuant to (4) above, the Issuer shall:

- engage the services of a Rebate Service Provider and, prior to each rebate calculation date, deliver periodic statements concerning the investment of Bond proceeds to the Rebate Service Provider;
- provide to the Rebate Service Provider additional documents and information reasonably requested by the Rebate Service Provider;
- monitor efforts of the Rebate Service Provider;
- assure payment of required rebate amounts, if any, no later than 60 days after each 5-year anniversary of the issue date of the Bonds, and no later than 60 days after the last Bond of each issue is redeemed;
- during the construction period of each capital project financed in whole or in part by Bonds, monitor the investment and expenditure of Bond proceeds and consult with the Rebate Service Provider to determine compliance with any applicable exceptions from the arbitrage rebate requirements during each 6-month spending period up to 6 months, 18 months or 24 months, as applicable, following the issue date of the Bonds; and
- retain copies of all arbitrage reports as described below under “Record Keeping Requirements.”
- in lieu of engaging an outside Rebate Service Provider, the Issuer may make a determination that it has sufficient capabilities using its own personnel, supported by its regular accounting and legal advisers, to be able to make the required rebate calculations. Such determination shall be evidenced in writing with specific reference to the personnel and advisers to carry out the calculations, and such written determination shall be maintained in the records of the bond transaction.

Use of Bond Proceeds and Bond-Financed or Refinanced Assets:

The Compliance Officer shall be responsible for:

- monitoring the use of Bond proceeds (including investment earnings and including reimbursement of expenditures made before bond issuance) and the use of Bond-financed or refinanced assets (e.g., facilities, furnishings or equipment) throughout

the term of the Bonds to ensure compliance with covenants and restrictions set forth in the Tax Certificate relating to the Bonds;

- maintaining records identifying the assets or portion of assets that are financed or refinanced with proceeds of each issue of Bonds (including investment earnings and including reimbursement of expenditures made before bond issuance), including, if necessary a final reallocation of Bond proceeds within 18 months after each project financed by the Bonds is placed in service in accordance with Section 1.148-6(d) of the Regulations;
- consulting with bond counsel and other legal counsel and advisers in the review of any change in use of Bond-financed or refinanced assets to ensure compliance with all covenants and restrictions set forth in the Tax Certificate relating to the Bonds;
- conferring at least annually with personnel responsible for Bond-financed or refinanced assets to identify and discuss any existing or planned use of Bond-financed or refinanced assets, to ensure that those uses are consistent with all covenants and restrictions set forth in the Tax Certificate relating to the Bonds;
- to the extent that the Issuer discovers that any applicable tax restrictions regarding use of Bond proceeds and Bond-financed or refinanced assets will or may be violated, consulting promptly with bond counsel and other legal counsel and advisers to determine a course of action to remediate all nonqualified bonds, if such counsel advises that a remedial action is necessary;

All relevant records and contracts shall be maintained as described below.

Information Reporting

After delivery of the bond proceeds, the Financial Advisor shall provide the Issuer with the completed IRS Form 8038-G, *Information Return for Tax-Exempt Governmental Obligations*, or 8038-GC, *Information Return for Small Tax-Exempt Governmental Bond Issues, Leases, and Installment Sales*, as applicable. The Compliance Officer shall sign and date the form and then mail it certified mail, return receipt requested, to the Internal Revenue Service. As of the date of the adoption of these procedures, the form is required to be filed by the 15th day of the second calendar month following the quarter in which the bonds were issued. The Issuer shall retain a copy of the executed form and the return mail receipt with the other documents associated with the tax exempt bonds.

Qualified Tax-Exempt Obligations

If the Issuer issues “qualified tax-exempt obligations” in any year, the Compliance Officer shall monitor all tax-exempt financings (including lease purchase arrangements and other similar financing arrangements) to assure that the “small issuer” limit (currently, \$10,000,000) is not exceeded.

Record Keeping Requirement

The Compliance Officer shall be responsible for maintaining the following documents for the term of each issue of Bonds (including refunding Bonds, if any) plus at least six years:

- a copy of the Bond closing transcript(s) and other relevant documentation delivered to the Issuer at or in connection with closing of the issue of Bonds;
- a copy of all material documents relating to capital expenditures financed or refinanced by Bond proceeds, including (without limitation) construction contracts, purchase orders, invoices, requisitions and payment records, as well as documents relating to costs reimbursed with Bond proceeds and records identifying the assets or portion of assets that are financed or refinanced with Bond proceeds, including a final allocation of Bond proceeds; and
- a copy of all records of investments, investment agreements, arbitrage reports and underlying documents, in connection with any investment agreements, and copies of all bidding documents, if any.

While document retention is typically accomplished through the maintenance of hard copies, records may be kept in electronic format so long as applicable requirements, such as Revenue Procedure 97-22, are satisfied. IRS bond agents have been instructed to request documents and information in electronic format. IRM 4.81.5.7.2.4 (11-01-09). For this reason it is advisable to retain records relating to the Issuer's bonds in electronic format whenever practical.

Continuing Disclosure

Under the provisions of SEC Rule 15c2-12 (the "Rule"), underwriters are required to obtain an agreement for ongoing disclosure in connection with the public offering of securities in a principal amount in excess of \$1,000,000. Unless the Issuer is exempt from compliance with the Rule as a result of certain permitted exemptions, the Transcript for each issue of Bonds will include an undertaking by the Issuer to comply with the Rule. The Compliance Officer will monitor compliance by the Issuer with its undertakings, which may include the requirement for an annual filing of operating and financial information and will include a requirement to file notices of listed "material events." As of the adoption of these procedures, the Issuer is required to give notice of the occurrence of any of the following events:

1. Principal and interest payment delinquencies;
2. Non-payment related defaults, if Material;
3. Unscheduled draws on debt service reserves reflecting financial difficulties;
4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-

- TEB), or other material notices of determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
7. Modification to rights of Bondholders, if Material;
 8. Bond calls, if Material, and tender offers;
 9. Defeasances;
 10. Release, substitution, or sale of property securing repayment of the Bonds, if Material;
 11. Rating changes;
 12. Bankruptcy, insolvency, receivership or similar event of the Issuer;
 13. The consummation of a merger, consolidation, or acquisition involving the Issuer, or the sale of all or substantially all of the assets of the Issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if Material;
 14. Appointment of a successor or additional Trustee/Paying Agent or the change of name of a Trustee/Paying Agent, if Material;
 15. Incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; and
 16. Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

Education Policy

It is the policy of the Issuer that the Compliance Officer and his or her staff, as well as the principal operating officials of those departments of the Issuer for which property is financed with Bond proceeds should be provided with education and training on federal tax requirements applicable to tax-exempt bonds. The Issuer recognizes that such education and training is vital as a means of helping to ensure that the Issuer remains in compliance with those federal tax requirements in respect of its Bonds. The Issuer will therefore enable and encourage those personnel to attend and participate in educational and training programs offered by professional trade associations and other entities with regard to the federal tax requirements applicable to tax-exempt bonds.

Sample "Small Issuer Exception" Memorandum

RE: _____ **General Obligation** _____ **Bonds of**
_____ **of Independent School District Number 3 of Comanche**
County, Oklahoma, dated _____ **1,** _____.

Independent School District Number 3 of Comanche County, Oklahoma (the "Issuer"), believes the referenced bond issue qualifies for the "small issuer exception" from the rebate requirement because, as of the issue date, the aggregate face amount of all tax-exempt bonds (including the referenced issue and notes or other obligations) issued by the Issuer (and all subordinate entities thereof) during calendar year _____ is not reasonably expected to exceed \$5,000,000.

Signature

Date

Printed Name/Title

registration with the SEC. You can go to <http://msrb.org/MARegistrants.aspx> to verify registration with the MSRB.

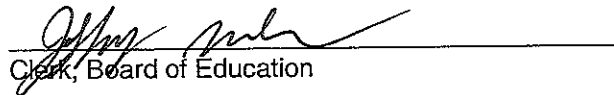
1. The second is the MSRB's website which is www.msrb.org.
2. The third is the availability of an informational brochure for municipal advisory clients that is posted on the website of the MSRB that describes the protections that may be provided by the MSRB rules and how to file a complaint with the appropriate regulatory authority. The current "Information for Municipal Advisory Clients" brochure can be found at the following web address: <http://www.msrb.org/~media/Files/Resources/MSRB-MA-Clients-Brochure.ashx?la=en>.

If we discover any potential conflicts, we will provide full and complete disclosure to you. We believe this addresses the requirements of the new rules. You are encouraged to review our Form ADV Part 2(A) as it provides information about our firm. Feel free to ask any questions you may have.

WITNESS our respective hands and the official seal of Independent School District Number 3 of Comanche County, Oklahoma, this 23rd day of May, 2022.



President, Board of Education



Clerk, Board of Education



Part 2A of Form ADV: *Firm Brochure*

Item 1: Cover Page

Stephen H. McDonald & Associates, Inc.
2200 McKown Drive
Norman, Oklahoma 73072
Voicemail: (405) 329-0123
Fax: (405) 329-0808
E-mail: ronfisher@shmcdonald.net
Web address: www.shmcdonald.net
CRD Number: 117203

Date of this Brochure: March 3, 2022

This brochure provides information about the qualifications and business practices of Stephen H. McDonald & Associates, Inc. If you have any questions about the contents of this brochure, please contact us at (405) 329-0123, ext. 25, or ronfisher@shmcdonald.net. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Additional information about Stephen H. McDonald & Associates, Inc. is also available on the SEC's website at www.adviserinfo.sec.gov.

Referring to ourselves as being a "registered investment advisor" or describing ourselves as being "registered" does not imply a certain level of skill or training.

Item 2: Material Changes

There have been no material changes since the brochure dated March 22, 2021.

Item 4: Advisory Business

Stephen H. McDonald & Associates, Inc. ("McDonald & Associates") was founded on December 5, 1995. The principal owners are Ron Fisher, Ryan McDonald and Stephen H. McDonald. McDonald & Associates provides financial advisory services to political subdivisions of the State of Oklahoma and to public trusts whose beneficiaries are political subdivisions of the State of Oklahoma with respect to the issuance of debt instruments by such entities. These debt instruments include: general obligation bonds, leases, lease-purchases or rental obligations, lease-revenue bonds, and Tax Anticipation Notes. Stephen H. McDonald & Associates, Inc. may, pursuant to its marketing agreement with the Oklahoma Public School Investment Interlocal (the "Interlocal"), provide advice with respect to investments made by clients from the proceeds of bond issues or other funds and may advise political subdivisions, some of which may not be clients, of the availability and features of the investment programs offered by the Interlocal. Except as stated previously regarding the Oklahoma Public School Investment Interlocal, the Firm does not formulate investment advice for clients. McDonald & Associates does not have discretionary authority over clients' assets.

In connection with any issuance by a client of general obligation bonds, McDonald & Associates performs the following services:

- Prepare a financial analysis of the client which shall include a survey of the financial resources of the client and a determination of its borrowing capacity. This shall include an analysis of the existing debt and tax structure of all levels of government involved and shall compare this analysis to the projected debt and tax structure of all levels of government involved. On the basis of this information, McDonald & Associates shall develop a financing plan to fund the proposed improvements. The plan shall be complete as to the proposed maturities, the estimated interest rate and cost of the proposed bonds, the resulting overall amount of projected annual debt service and tax requirements, and the relationship of these items to the existing corresponding projected items of the client and other related levels of government.
- In instances where public informational material is desired, assist the client in the preparation and furnishing of such material in the form of flyers, brochures, and other printed materials desired by the client for the purpose of outlining the various phases of the program in order that the general public will be well informed on all aspects of the project, including the needs of the client, the proposed plan of improvements, and the cost of providing such improvements. If desired, McDonald & Associates shall also attend public meetings to explain the financing program to interested individuals.
- Provide all necessary documentation, including meeting notices and agendas; resolutions and proclamations; and County and State officials' documents necessary for the proper calling and holding of the bond election and subsequent sale and issuance of bonds.

Upon approval of the bond issue by the registered, qualified voters, McDonald & Associates shall undertake the following tasks:

- Advise the client of current bond market conditions, forthcoming bond issues, and other general information and economic data that might normally be expected to

- Represent client and contact certain sources of lease financing which, in the opinion of McDonald & Associates, are prepared to act as financier with respect to the lease-purchase under terms and conditions which comply with the provisions of Oklahoma law and which offer competitive interest rates on the proposed lease financing. Among the potential leasing sources contacted will be those local banking institutions which may be suggested by client. Based on the conversations between McDonald & Associates and such sources, McDonald & Associates will contact client and recommend one of the sources to act as financier on the lease-purchase.
- Assist client in obtaining credit approval of client by the source recommended by McDonald & Associates to act as financier and, should client not be approved, seek additional sources to provide the funding on the lease.
- Arrange for a legal opinion to be provided on the lease with respect to client's actions approving the lease and declaring that the lease financing is a legal, valid and binding obligation of client, with such legal opinion to be invoiced to and paid by Lessee. McDonald & Associates shall further arrange for all other services that might be needed by client and Lessor to close on the lease financing, provided that any such services shall be paid either by Lessee or out of the proceeds of the lease financing.

In connection with any issuance by client of Tax Anticipation Notes, McDonald & Associates performs the following services:

- Assist participants in completing and submitting application forms. McDonald & Associates does not participate in the preparation of the information contained in the application. Accordingly, McDonald and Associates has no responsibility for the accuracy, sufficiency or completeness of any information furnished in connection with the application.
- Assist in the preparation and dissemination of information with respect to the existence and operation of the program.

Pursuant to its marketing agreement with the Oklahoma Public School Investment Interlocal ("Interlocal"), McDonald & Associates performs the following services:

- Engage in marketing efforts.
- Assist participants in completing and submitting registration forms.
- Assist in the preparation and dissemination of information with respect to the existence and operation of the Interlocal.
- Bear certain expenses of the Interlocal relating to the marketing of the Interlocal's services and programs.
- Act as the Interlocal's marketing agent.

Item 5: Fees and Compensation

The fees charged and compensation received vary based upon the type of debt instrument being issued and the marketing agreement with the Oklahoma Liquid Asset Pool, and are as follows:

- For services provided on general obligation bond issues, McDonald & Associates charges a financial advisory fee based upon a percentage of the amount of bonds

rated/insured issues over \$20,000,000.00 to \$30,000,000.00; 0.775% of par value of bonds issued for rated/insured issues over \$30,000,000.00 to \$50,000,000.00; and 0.70% of par value of bonds issued for rated/insured issues over \$50,000,000.00. All fees are negotiable based upon size of issue or other pertinent factors. Compensation is payable if, and only if, bonds are actually sold, issued and delivered to a purchaser. Compensation is not payable before service is provided. Clients may not receive a refund. Each financial advisory contract is for a stipulated period of time, subject to cancellation by the client under certain specified conditions.

- For services provided on Tax Anticipation Note financings, McDonald & Associates charges a fee not to exceed the lesser of 2.50% of the par amount of the tax anticipation note financing or the total maximum allowable fee for the program as set by the Oklahoma Commission on School and County Funds Management each year. All fees are negotiable based upon size of financing or other pertinent factors. Clients may not get a refund. Each financial advisory contract is for a stipulated period of time, subject to cancellation by the client under certain specified conditions. The above specified fees shall be payable if, and only if, the Oklahoma Commission on School and County Funds Management approves the District's application and the certificates of indebtedness are issued and sold.
- For services provided to the Oklahoma Public School Investment Interlocal pursuant to the marketing agreement, McDonald & Associates receives a fee not to exceed 0.095% of the Oklahoma Liquid Asset Pool's average daily net assets. The fee is calculated daily and paid monthly.

Item 6: Performance-Based Fees and Side-By-Side Management

Our firm does not accept *performance-based fees* – that is, fees based on a share of capital gains on or capital appreciation of the assets of a *client* (such as a *client* that is a hedge fund or other pooled investment vehicle). Our firm does not manage accounts that are charged a *performance-based fee* and accounts that are charged another type of fee, such as an hourly or flat fee or an asset-based fee.

Item 7: Types of Clients

Stephen H. McDonald & Associates, Inc. provides financial advisory services to political subdivisions of the State of Oklahoma and to public trusts whose beneficiaries are political subdivisions of the State of Oklahoma with respect to the issuance of debt instruments by such entities. Stephen H. McDonald & Associates, Inc., may, pursuant to its marketing agreement with the Oklahoma Public School Investment Interlocal, provide advice with respect to investments made by clients from the proceeds of bond issues or other funds and may advise political subdivisions, some of which may not be clients, of the availability and features of the investment programs offered by the Interlocal. Except as stated previously regarding the Oklahoma Public School Investment Interlocal, the Firm does not formulate investment advice for clients. McDonald & Associates does not have discretionary authority over clients' assets.

Item 8: Methods of Analysis, Investment Strategies and Risk of Loss

Methods of analysis include study and analysis of publicly available information including public records of County Assessors, County Treasurers, Treasurers of municipalities,

Code acts as a reminder to employees that McDonald & Associates' responsibility to its clients is to provide effective and proper financial advisory services based upon unbiased independent judgment and to set standards for employee conduct in those situations where conflicts of interest are most likely to arise. The Code also incorporates procedures that allow McDonald & Associates to monitor employee activity for compliance with the Code.

The Code will be provided in its entirety to any client or prospective client upon request. The following is a summary of the key provisions of the Code:

1. Scope – The Code covers all directors, officers, partners, employees and any other persons who provide advice on behalf of McDonald & Associates and who are under our supervision and control (collectively referred to as “Supervised Persons”).
2. General Principles – The Code contains a Statement of General Principles summarized as follows:
“McDonald & Associates is dedicated to providing effective and proper municipal advisory services to its clients and depends upon a high level of public and client confidence for our success. That confidence can be maintained only if McDonald & Associates Supervised Persons observe the highest standards of ethical behavior in the performance of their duties. McDonald & Associates has the obligation to exercise its authority for the benefit of our clients, to place the interests of our clients first and to refrain from having outside interests that conflict with the interests of our clients. McDonald & Associates and our Supervised Persons must avoid any circumstances that might adversely affect or appear to affect McDonald & Associates’ duty of complete loyalty to our clients.”
3. Personal Securities Trading – All Supervised Persons deemed to be Access Persons are subject to trading restrictions. Such restrictions include a requirement that McDonald & Associates pre-approve certain personal securities transactions. In addition, Access Persons must report their personal securities transactions and holdings in self directed accounts quarterly.
4. Code of Conduct – The Code contains a Code of Conduct designed to reflect McDonald & Associates commitment to ethical conduct. It covers a number of topics, including conflicts of interest, compliance with legal and regulatory requirements, confidentiality of client information, gifts and entertainment, board directorships and outside business activities. McDonald & Associates also maintains separate Insider Trading Policies and Procedures.
5. Code Violations – The Code requires that all Supervised Persons report any actual or apparent violation of the Code. Appropriate sanctions are included for Code Violations.
6. Compliance Oversight – McDonald & Associates’ CCO is responsible for compliance oversight of the Code of Ethics.

Item 12: Brokerage Practices

McDonald & Associates does not select or recommend broker-dealers for *client* transactions other than as disclosed in Item 4 above

University of Nevada at Las Vegas – B.S. Business Administration 2004

2009-Present Executive Vice President, Stephen H. McDonald & Associates, Inc.
2005-2009 Associate, Stephen H. McDonald & Associates, Inc.

FORM ADV PART 2(B)

BROCHURE SUPPLEMENT COVER PAGE

March 3, 2022

Stephen H. McDonald & Associates, Inc.

2200 McKown Drive

Norman, Oklahoma 73072

Telephone: (405) 329-0123

Fax: (405) 329-0808

Web address: www.shmcdonald.net

CRD Number: 117203

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Heather Reichert.....	Page 10
Matt Reichert.....	Page 12

Item 2. Educational Background and Business Experience

Mr. Ron Fisher was born in 1969 and graduated from Oklahoma State University with a Bachelor of Science in Business Administration and from the University of Oklahoma with a Master of Business Administration. Mr. Fisher has been the President of Stephen H. McDonald & Associates, Inc. since 2009. Prior to that, he was the Senior Vice President of Stephen H. McDonald & Associates, Inc. from 1996 to 2009.

Item 3. Disciplinary Information

Mr. Fisher has never been the subject of any legal or disciplinary events.

Item 4. Other Business Activities

Mr. Fisher is not engaged in any other investment-related business or occupation.

Mr. Fisher does not receive commissions, bonuses or other compensation based on the sale of securities or other investment products.

Mr. Fisher is a partner in McDonald & Fisher, LLC. McDonald & Fisher, LLC, owns the property where the offices of Stephen H. McDonald & Associates, Inc., are located.

Item 5. Additional Compensation

Mr. Fisher does not receive an economic benefit from any other person for providing advisory services.

Item 6. Supervision

McDonald & Associates provides financial advisory services to political subdivisions of the State of Oklahoma and to public trusts whose beneficiaries are political subdivisions of the State of Oklahoma with respect to the issuance of debt instruments by such entities. McDonald & Associates, Inc. may, pursuant to its marketing agreement with the Oklahoma Public School Investment Interlocal, provide advice with respect to investments made by clients from the proceeds of bond issues or other funds and may advise political subdivisions, some of which may not be clients, of the availability and features of the investment programs offered by the Interlocal. Except as stated previously regarding the Oklahoma Public School Investment Interlocal, the Firm does not formulate investment advice for clients. McDonald & Associates does not have discretionary authority over clients' assets.

Mr. Fisher is responsible for supervising the Firm's representatives with regard to general obligation bond issues, leases, lease-revenue bonds, Qualified Zone Academy Bonds and other federal and state programs that may arise, tax anticipation notes and the marketing agreement with the Oklahoma Public School Investment Interlocal. With regard to general obligation bond issues and lease-revenue bonds, the Oklahoma Attorney General's Office prescribes the forms that are required for the issuance of General Obligation bonds. Mr. Fisher will confirm that the most recent version of the forms are being used. He will also review any bond projections associated with the calling and holding of an election to ensure the projections are reasonable given the current state of the bond market. He will also review the projections to confirm they are structured in accordance with applicable law. The Oklahoma Commission on School and County Funds Management developed the "Application for Participation in Cash Management Program." Mr. Fisher will review all information and correspondence generated by Stephen H. McDonald & Associates, Inc., regarding the existence and operation of the program prior to its dissemination. Mr. Fisher will ensure that the employees of Stephen H. McDonald & Associates, Inc., do not participate in the preparation of the information contained in the application. Mr. Fisher will confirm that the most recent version of the application is being used. Mr. Fisher will ensure that applicants are aware of the various deadlines associated with the program. In regards to the Oklahoma Liquid Asset Pool. Mr. Fisher will review all marketing information and correspondence generated by Stephen H. McDonald & Associates, Inc., prior to its dissemination. Mr. Fisher also supervises the Firm's representatives' day-to-day activities, including reviewing their correspondence.

Mr. Fisher also acknowledges his compliance with the Firm's Code of Ethics annually.

You may reach Mr. Fisher at (405) 329-0123.

Item 7. Requirements for State-Registered Advisers

Mr. Fisher has not been found liable in any arbitration claim, or civil, self-regulatory organization, or administrative proceeding.

Mr. Fisher has also never been the subject of a bankruptcy petition.

Item 2. Educational Background and Business Experience

Mr. Ryan McDonald was born in 1980 and graduated from the University of Nevada at Las Vegas with a Bachelor of Science in Business Administration. Mr. McDonald has been an Executive Vice President with Stephen H. McDonald & Associates, Inc. since 2009. Prior to that, Mr. McDonald was an Associate with Stephen H. McDonald & Associates, Inc. from 2005 to 2009.

Item 3. Disciplinary Information

Mr. McDonald has never been the subject of any legal or disciplinary events.

Item 4. Other Business Activities

Mr. McDonald is not engaged in any other investment-related business or occupation.

Mr. McDonald does not receive commissions, bonuses or other compensation based on the sale of securities or other investment products.

Mr. McDonald is the President of MR, Inc., an Oklahoma corporation under common ownership with the Financial Advisor, an entity created for the purpose of holding title to property for public schools and other governmental entities.

Mr. McDonald is the President of MR-Jenks I, L.L.C., an Oklahoma limited liability company under common ownership with the Financial Advisor, an entity created for the purpose of holding title to property for public schools and other governmental entities.

Item 5. Additional Compensation

Mr. McDonald does not receive an economic benefit from any other person for providing advisory services.

Item 6. Supervision

McDonald & Associates provides financial advisory services to political subdivisions of the State of Oklahoma and to public trusts whose beneficiaries are political subdivisions of the State of Oklahoma with respect to the issuance of debt instruments by such entities. McDonald & Associates, Inc. may, pursuant to its marketing agreement with the Oklahoma Public School Investment Interlocal, provide advice with respect to investments made by clients from the proceeds of bond issues or other funds and may advise political subdivisions, some of which may not be clients, of the availability and features of the investment programs offered by the Interlocal. Except as stated previously regarding the Oklahoma Public School Investment Interlocal, the Firm does not formulate investment advice for clients. McDonald & Associates does not have discretionary authority over clients' assets.

Ron Fisher is responsible for supervising the Firm's representatives with regard to general obligation bond issues, leases, lease-revenue bonds, Qualified Zone Academy Bonds and other federal and state programs that may arise, tax anticipation notes and the marketing agreement with the Oklahoma Public School Investment Interlocal. With regard to general obligation bond issues and lease-revenue bonds, the Oklahoma Attorney General's Office prescribes the forms that are required for the issuance of General Obligation bonds. Mr. Fisher will confirm that the most recent version of the forms are being used. He will also review any bond projections associated with the calling and holding of an election to ensure the projections are reasonable given the current state of the bond market. He will also review the projections to confirm they are structured in accordance with applicable law. The Oklahoma Commission on School and County Funds Management developed the "Application for Participation in Cash Management Program." Mr. Fisher will review all information and correspondence generated by Stephen H. McDonald & Associates, Inc., regarding the existence and operation of the program prior to its dissemination. Mr. Fisher will ensure that the employees of Stephen H. McDonald & Associates, Inc., do not participate in the preparation of the information contained in the application. Mr. Fisher will confirm that the most recent version of the application is being used. Mr. Fisher will ensure that applicants are aware of the various deadlines associated with the program. In regards to the Oklahoma Liquid Asset Pool. Mr. Fisher will review all marketing information and correspondence generated by Stephen H. McDonald & Associates, Inc., prior to its dissemination. Mr. Fisher also supervises the Firm's representatives' day-to-day activities, including reviewing their correspondence.

Mr. McDonald also acknowledges his compliance with the Firm's Code of Ethics annually.

You may reach Mr. Fisher at (405) 329-0123.

Item 7. Requirements for State-Registered Advisers

Mr. McDonald has not been found liable in any arbitration claim, or civil, self-regulatory organization, or administrative proceeding.

Mr. McDonald has also never been the subject of a bankruptcy petition.

Item 2. Educational Background and Business Experience

Mr. Tom Frazier was born in 1956 and attended Tulsa University from 1980 - 1981. Mr. Frazier has been a Vice President with Stephen H. McDonald & Associates, Inc. since 2002.

Item 3. Disciplinary Information

Mr. Frazier has never been the subject of any legal or disciplinary events.

Item 4. Other Business Activities

Mr. Frazier is not engaged in any other investment-related business or occupation.

Mr. Frazier does not receive commissions, bonuses or other compensation based on the sale of securities or other investment products.

Mr. Frazier is not engaged in any other business activities.

Item 5. Additional Compensation

Mr. Frazier does not receive an economic benefit from any other person for providing advisory services.

Item 6. Supervision

McDonald & Associates provides financial advisory services to political subdivisions of the State of Oklahoma and to public trusts whose beneficiaries are political subdivisions of the State of Oklahoma with respect to the issuance of debt instruments by such entities. McDonald & Associates, Inc. may, pursuant to its marketing agreement with the Oklahoma Public School Investment Interlocal, provide advice with respect to investments made by clients from the proceeds of bond issues or other funds and may advise political subdivisions, some of which may not be clients, of the availability and features of the investment programs offered by the Interlocal. Except as stated previously regarding the Oklahoma Public School Investment Interlocal, the Firm does not formulate investment advice for clients. McDonald & Associates does not have discretionary authority over clients' assets.

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Mr. Frazier also acknowledges his compliance with the Firm's Code of Ethics annually.

You may reach Mr. Fisher at (405) 329-0123.

Item 7. Requirements for State-Registered Advisers

Mr. Frazier has not been found liable in any arbitration claim, or civil, self-regulatory organization, or administrative proceeding.

Mr. Frazier has also never been the subject of a bankruptcy petition.

Item 2. Educational Background and Business Experience

Mr. James Cedric ("J.C.") Leonard was born in 1982 and graduated from the University of Oklahoma with a Bachelor of Science in Business Administration. Mr. Leonard has been a Vice President with Stephen H. McDonald & Associates, Inc. ("McDonald & Associates" or "the Firm") since February 2012. Mr. Leonard was an Associate with McDonald & Associates from 2006 until February 2012.

Item 3. Disciplinary Information

Mr. Leonard has never been the subject of any legal or disciplinary events.

Item 4. Other Business Activities

Mr. Leonard is not engaged in any other investment-related business or occupation.

Mr. Leonard does not receive commissions, bonuses or other compensation based on the sale of securities or other investment products.

Mr. Leonard is not engaged in any other business activities.

Item 5. Additional Compensation

Mr. Leonard does not receive an economic benefit from any other person for providing advisory services.

Item 6. Supervision

McDonald & Associates provides financial advisory services to political subdivisions of the State of Oklahoma and to public trusts whose beneficiaries are political subdivisions of the State of Oklahoma with respect to the issuance of debt instruments by such entities. McDonald & Associates, Inc. may, pursuant to its marketing agreement with the Oklahoma Public School Investment Interlocal, provide advice with respect to investments made by clients from the proceeds of bond issues or other funds and may advise political subdivisions, some of which may not be clients, of the availability and features of the investment programs offered by the Interlocal. Except as stated previously regarding the Oklahoma Public School Investment Interlocal, the Firm does not formulate investment advice for clients. McDonald & Associates does not have discretionary authority over clients' assets.

Ron Fisher is responsible for supervising the Firm's representatives with regard to general obligation bond issues, leases, lease-revenue bonds, Qualified Zone Academy Bonds and other federal and state programs that may arise, tax anticipation notes and the marketing agreement with the Oklahoma Public School Investment Interlocal. With regard to general obligation bond issues and lease-revenue bonds, the Oklahoma Attorney General's Office prescribes the forms that are required for the issuance of General Obligation bonds. Mr. Fisher will confirm that the most recent version of the forms are being used. He will also review any bond projections associated with the calling and holding of an election to ensure the projections are reasonable given the current state of the bond market. He will also review the projections to confirm they are structured in accordance with applicable law. The Oklahoma Commission on School and County Funds Management developed the "Application for Participation in Cash Management Program." Mr. Fisher will review all information and correspondence generated by Stephen H. McDonald & Associates, Inc., regarding the existence and operation of the program prior to its dissemination. Mr. Fisher will ensure that the employees of Stephen H. McDonald & Associates, Inc., do not participate in the preparation of the information contained in the application. Mr. Fisher will confirm that the most recent version of the application is being used. Mr. Fisher will ensure that applicants are aware of the various deadlines associated with the program. In regards to the Oklahoma Liquid Asset Pool. Mr. Fisher will review all marketing information and correspondence generated by Stephen H. McDonald & Associates, Inc., prior to its dissemination. Mr. Fisher also supervises the Firm's representatives' day-to-day activities, including reviewing their correspondence.

Mr. Leonard also acknowledges his compliance with the Firm's Code of Ethics annually.

You may reach Mr. Fisher at (405) 329-0123.

Item 7. Requirements for State-Registered Advisers

Mr. Leonard has not been found liable in any arbitration claim, or civil, self-regulatory organization, or administrative proceeding.

Mr. Leonard has also never been the subject of a bankruptcy petition.

Item 2. Educational Background and Business Experience

Ms. Heather Reichert was born in 1971 and graduated from the University of Oklahoma with a Bachelor of Science in Business Administration and from the New York Institute of Technology with a Master of Business Administration.

Ms. Reichert has been a Vice President with Stephen H. McDonald & Associates, Inc. since 2021.

Item 3. Disciplinary Information

Ms. Reichert has never been the subject of any legal or disciplinary events.

Item 4. Other Business Activities

Ms. Reichert is not engaged in any other investment-related business or occupation.

Ms. Reichert does not receive commissions, bonuses or other compensation based on the sale of securities or other investment products.

Ms. Reichert is not engaged in any other business activities.

Item 5. Additional Compensation

Ms. Reichert does not receive an economic benefit from any other person for providing advisory services.

Item 6. Supervision

McDonald & Associates provides financial advisory services to political subdivisions of the State of Oklahoma and to public trusts whose beneficiaries are political subdivisions of the State of Oklahoma with respect to the issuance of debt instruments by such entities. McDonald & Associates, Inc. may, pursuant to its marketing agreement with the Oklahoma Public School Investment Interlocal, provide advice with respect to investments made by clients from the proceeds of bond issues or other funds and may advise political subdivisions, some of which may not be clients, of the availability and features of the investment programs offered by the Interlocal. Except as stated previously regarding the Oklahoma Public School Investment Interlocal, the Firm does not formulate investment advice for clients. McDonald & Associates does not have discretionary authority over clients' assets.

Ron Fisher is responsible for supervising the Firm's representatives with regard to general obligation bond issues, leases, lease-revenue bonds, Qualified Zone Academy Bonds and other federal and state programs that may arise, tax anticipation notes and the marketing agreement with the Oklahoma Public School Investment Interlocal. With regard to general obligation bond issues and lease-revenue bonds, the Oklahoma Attorney General's Office prescribes the forms that are required for the issuance of General Obligation bonds. Mr. Fisher will confirm that the most recent version of the forms are being used. He will also review any bond projections associated with the calling and holding of an election to ensure the projections are reasonable given the current state of the bond market. He will also review the projections to confirm they are structured in accordance with applicable law. The Oklahoma Commission on School and County Funds Management developed the "Application for Participation in Cash Management Program." Mr. Fisher will review all information and correspondence generated by Stephen H. McDonald & Associates, Inc., regarding the existence and operation of the program prior to its dissemination. Mr. Fisher will ensure that the employees of Stephen H. McDonald & Associates, Inc., do not participate in the preparation of the information contained in the application. Mr. Fisher will confirm that the most recent version of the application is being used. Mr. Fisher will ensure that applicants are aware of the various deadlines associated with the program. In regards to the Oklahoma Liquid Asset Pool. Mr. Fisher will review all marketing information and correspondence generated by Stephen H. McDonald & Associates, Inc., prior to its dissemination. Mr. Fisher also supervises the Firm's representatives' day-to-day activities, including reviewing their correspondence.

Ms. Reichert also acknowledges her compliance with the Firm's Code of Ethics annually.

You may reach Mr. Fisher at (405) 329-0123.

Item 7. Requirements for State-Registered Advisers

Ms. Reichert has not been found liable in any arbitration claim, or civil, self-regulatory organization, or administrative proceeding.

Ms. Reichert has also never been the subject of a bankruptcy petition.

Item 2. Educational Background and Business Experience

Mr. Matt Reichert was born in 1969 and graduated from Southern Nazarene University with a Bachelor of Science in Organizational Leadership and from the New York Institute of Technology with a Master of Business Administration.

Mr. Reichert has been a Vice President with Stephen H. McDonald & Associates, Inc. since 2001.

Item 3. Disciplinary Information

Mr. Reichert has never been the subject of any legal or disciplinary events.

Item 4. Other Business Activities

Mr. Reichert is not engaged in any other investment-related business or occupation.

Mr. Reichert does not receive commissions, bonuses or other compensation based on the sale of securities or other investment products.

Mr. Reichert is not engaged in any other business activities.

Item 5. Additional Compensation

Mr. Reichert does not receive an economic benefit from any other person for providing advisory services.

Item 6. Supervision

McDonald & Associates provides financial advisory services to political subdivisions of the State of Oklahoma and to public trusts whose beneficiaries are political subdivisions of the State of Oklahoma with respect to the issuance of debt instruments by such entities. McDonald & Associates, Inc. may, pursuant to its marketing agreement with the Oklahoma Public School Investment Interlocal, provide advice with respect to investments made by clients from the proceeds of bond issues or other funds and may advise political subdivisions, some of which may not be clients, of the availability and features of the investment programs offered by the Interlocal. Except as stated previously regarding the Oklahoma Public School Investment Interlocal, the Firm does not formulate investment advice for clients. McDonald & Associates does not have discretionary authority over clients' assets.

Ron Fisher is responsible for supervising the Firm's representatives with regard to general obligation bond issues, leases, lease-revenue bonds, Qualified Zone Academy Bonds and other federal and state programs that may arise, tax anticipation notes and the marketing agreement with the Oklahoma Public School Investment Interlocal. With regard to general obligation bond issues and lease-revenue bonds, the Oklahoma Attorney General's Office prescribes the forms that are required for the issuance of General Obligation bonds. Mr. Fisher will confirm that the most recent version of the forms are being used. He will also review any bond projections associated with the calling and holding of an election to ensure the projections are reasonable given the current state of the bond market. He will also review the projections to confirm they are structured in accordance with applicable law. The Oklahoma Commission on School and County Funds Management developed the "Application for Participation in Cash Management Program." Mr. Fisher will review all information and correspondence generated by Stephen H. McDonald & Associates, Inc., regarding the existence and operation of the program prior to its dissemination. Mr. Fisher will ensure that the employees of Stephen H. McDonald & Associates, Inc., do not participate in the preparation of the information contained in the application. Mr. Fisher will confirm that the most recent version of the application is being used. Mr. Fisher will ensure that applicants are aware of the various deadlines associated with the program. In regards to the Oklahoma Liquid Asset Pool. Mr. Fisher will review all marketing information and correspondence generated by Stephen H. McDonald & Associates, Inc., prior to its dissemination. Mr. Fisher also supervises the Firm's representatives' day-to-day activities, including reviewing their correspondence.

Mr. Reichert also acknowledges his compliance with the Firm's Code of Ethics annually.

You may reach Mr. Fisher at (405) 329-0123.

Item 7. Requirements for State-Registered Advisers

Mr. Reichert has not been found liable in any arbitration claim, or civil, self-regulatory organization, or administrative proceeding.

Mr. Reichert has also never been the subject of a bankruptcy petition.

**TREASURER'S CASH BALANCES
AS OF MAY 31, 2022**

FNB OF FLETCHER

CHECKING .40

ACTIVITY FUND	\$134,323.07
GENERAL FUND	\$318,180.40
BUILDING FUND	\$99,877.00
BOND FUND	\$34,872.15
SINKING FUND	\$24,858.67
INSURANCE FUND	\$166,246.86
	\$778,358.15

\$0.00

TOTAL CASH @ FNB OF FLETCHER	\$778,358.15
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TOTAL PLEDGES AS OF 5/31/2022	1,938,282.89
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GENERAL FUND	\$318,180.40
BUILDING FUND	\$99,877.00
BOND FUND	\$34,872.15
SINKING FUND	\$24,858.67
INSURANCE FUND	\$166,246.86
ACTIVITY FUND	\$134,323.07
	\$778,358.15

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 GEN FUND-FOR OP						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$381,884.95	\$397,187.03	\$0.00	\$15,302.08	104.01%	\$13,775.16
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$12,000.00	\$7,319.52	\$4,680.48	\$0.00	61.00%	\$1,687.26
Source - 1130 REVENUE IN LIEU OF TAXES	\$2,000.00	\$136.91	\$1,863.09	\$0.00	6.85%	\$0.00
Source - 1310 INTEREST EARNINGS	\$4,000.00	\$840.19	\$3,159.81	\$0.00	21.00%	\$55.00
Source - 1350 INTEREST ON TAXES	\$0.00	\$2.87	\$0.00	\$2.87	N/A	\$0.00
Source - 1410 RENTAL OF SCHOOL FACILITIES	\$500.00	\$350.00	\$150.00	\$0.00	70.00%	\$0.00
Source - 1420 RENTAL NOT SCHOOL FACILITIES	\$0.00	\$1,505.00	\$0.00	\$1,505.00	N/A	\$0.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL	\$3,000.00	\$100.00	\$2,900.00	\$0.00	3.33%	\$0.00
Source - 1530 DAMAGES TO SCHOOL PROPERTY	\$0.00	\$473.99	\$0.00	\$473.99	N/A	\$0.00
Source - 1540 LOST TEXTBOOKS	\$0.00	\$270.00	\$0.00	\$270.00	N/A	\$0.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$11,000.00	\$11,383.72	\$0.00	\$383.72	103.49%	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$10,000.00	\$3,845.00	\$6,155.00	\$0.00	38.45%	\$0.00
Source - 1660 MINERAL ROYALTIES/LEASE REV.	\$0.00	\$123.52	\$0.00	\$123.52	N/A	\$0.00
Source - 1710 STUDENTS' LUNCHES	\$0.00	\$35.65	\$0.00	\$35.65	N/A	\$0.00
Source - 1720 ALA CARTE	\$2,500.00	\$100.00	\$2,400.00	\$0.00	4.00%	\$0.00
Source - 1730 ADULT LUNCHES/BREAKFASTS	\$2,500.00	\$5,146.08	\$0.00	\$2,646.08	205.84%	\$850.70
Series - 1000 Total	\$429,384.95	\$428,819.48	\$21,308.38	\$20,742.91	99.87%	\$16,368.12
Series - 2000						
Source - 2100 COUNTY 4 MILL AD VALOREM TAX	\$47,937.73	\$51,967.38	\$0.00	\$4,029.65	108.41%	\$2,432.78
Source - 2200 COUNTY APPORT. (MORTGAGE TAX)	\$14,321.94	\$15,108.99	\$0.00	\$787.05	105.50%	\$1,144.09
Source - 2300 RESALE OF PROPERTY FUND DIST.	\$0.00	\$3,587.33	\$0.00	\$3,587.33	N/A	\$0.00
Series - 2000 Total	\$62,259.67	\$70,663.70	\$0.00	\$8,404.03	113.50%	\$3,576.87
Series - 3000						
Source - 3110 GROSS PRODUCTION TAX	\$165.71	\$408.45	\$0.00	\$242.74	246.48%	\$29.21
Source - 3120 MOTOR VEHICLE COLLECTIONS	\$142,083.59	\$156,121.68	\$0.00	\$14,038.09	109.88%	\$13,672.90
Source - 3130 RURAL ELECTRIC COOP.TAX	\$71,697.18	\$79,220.19	\$0.00	\$7,523.01	110.49%	\$7,562.32
Source - 3140 STATE SCHOOL LAND EARNINGS	\$49,514.86	\$46,469.09	\$3,045.77	\$0.00	93.85%	\$3,120.39
Source - 3150 VEHICLE TAX STAMPS	\$389.82	\$268.09	\$121.73	\$0.00	68.77%	\$24.30
Source - 3210 FOUNDATION AND SALARY INCEN.	\$1,374,807.56	\$1,293,237.79	\$81,569.77	\$0.00	94.07%	\$127,902.64
Source - 3250 EDUCATION FLEX.BENEFIT ALLOW.	\$304,175.16	\$282,976.08	\$21,199.08	\$0.00	93.03%	\$31,096.28
Source - 3415 READING SUFFICIENCE ACT	\$0.00	\$3,170.18	\$0.00	\$3,170.18	N/A	\$0.00
Source - 3420 STATE TEXTBOOK	\$31,059.99	\$31,059.99	\$0.00	\$0.00	100.00%	\$0.00
Source - 3435 REDBUD GRANT	\$0.00	\$28,186.11	\$0.00	\$28,186.11	N/A	\$0.00
Source - 3690 MISC. SOURCES OF STATE REVENUE	\$0.00	\$2,137.41	\$0.00	\$2,137.41	N/A	\$0.00
Source - 3720 STATE MATCHING	\$1,631.76	\$1,820.42	\$0.00	\$188.66	111.56%	\$910.21

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 3811 COMP. HS VOC. SALARY REIM.	\$12,120.00	\$12,120.00	\$0.00	\$0.00	100.00%	\$4,230.00
Source - 3812 VOC. PROG. INCENTIVE ASSIST.	\$18,969.00	\$18,969.00	\$0.00	\$0.00	100.00%	\$4,746.00
Series - 3000 Total	\$2,006,614.63	\$1,956,164.48	\$105,936.35	\$55,486.20	97.49%	\$193,294.25
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$2,000.00	\$1,483.00	\$517.00	\$0.00	74.15%	\$0.00
Source - 4140 TITLE VII INDIAN EDUCATION	\$12,500.00	\$12,201.45	\$298.55	\$0.00	97.61%	\$1,340.57
Source - 4180 TITLE VI SMALL RURAL SCHOOL	\$23,228.00	\$24,017.00	\$0.00	\$789.00	103.40%	\$0.00
Source - 4210 TITLE I-BASIC PROGRAM	\$38,475.66	\$24,113.05	\$14,362.61	\$0.00	62.67%	\$0.00
Source - 4271 TITLE II PART A TEACHER/PRIN T	\$12,675.68	\$12,675.68	\$0.00	\$0.00	100.00%	\$0.00
Source - 4310 INDIV.WITH DISABIL.IDEA -B	\$64,887.00	\$86,909.32	\$0.00	\$22,022.32	133.94%	\$33,119.10
Source - 4340 PRESCHOOL AGES 3-5 IDEA-B	\$1,821.00	\$1,913.91	\$0.00	\$92.91	105.10%	\$0.00
Source - 4442 TITLE IV LEAS FORMULA	\$10,000.00	\$10,000.00	\$0.00	\$0.00	100.00%	\$0.00
Source - 4689 OTHER MISC. SOURCES OF FED.REV	\$457,853.40	\$144,699.17	\$313,154.23	\$0.00	31.60%	\$14,832.46
Source - 4704 NSLP CARES EMERGENCY FUNDS	\$0.00	\$6,616.34	\$0.00	\$6,616.34	N/A	\$0.00
Source - 4705 USDA SUPPLY CHAIN ASSISTANCE	\$0.00	\$11,164.20	\$0.00	\$11,164.20	N/A	\$0.00
Source - 4706 P-EBT LOCAL ADMIN FUNDS	\$0.00	\$614.00	\$0.00	\$614.00	N/A	\$0.00
Source - 4710 LUNCHES	\$112,140.28	\$134,429.51	\$0.00	\$22,289.23	119.88%	\$17,273.62
Source - 4720 BREAKFASTS	\$37,000.00	\$46,158.76	\$0.00	\$9,158.76	124.75%	\$6,012.34
Series - 4000 Total	\$772,581.02	\$516,995.39	\$328,332.39	\$72,746.76	66.92%	\$72,578.09
Series - 5000						
Source - 5100 Return of Assets	\$10,000.00	\$0.00	\$10,000.00	\$0.00	0.00%	\$0.00
Source - 5160 ACTIVITY FUND REIMBURSEMENT	\$0.00	\$9,128.86	\$0.00	\$9,128.86	N/A	\$0.00
Source - 5600 CORRECTING ENTRY	\$0.00	\$145.00	\$0.00	\$145.00	N/A	\$0.00
Series - 5000 Total	\$10,000.00	\$9,273.86	\$10,000.00	\$9,273.86	92.74%	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$135,332.95	\$0.00	\$135,332.95	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$135,332.95	\$0.00	\$135,332.95	\$0.00	0.00%	\$0.00
Fund - 11 GEN FUND-FOR OP Total	\$3,416,173.22	\$2,981,916.91	\$600,910.07	\$166,653.76	87.29%	\$285,817.33

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 21 Building						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$54,578.80	\$56,765.53	\$0.00	\$2,186.73	104.01%	\$1,968.70
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$1,045.78	\$0.00	\$1,045.78	N/A	\$240.84
Source - 1130 REVENUE IN LIEU OF TAXES	\$0.00	\$19.57	\$0.00	\$19.57	N/A	\$0.00
Source - 1310 INTEREST EARNINGS	\$0.00	\$112.57	\$0.00	\$112.57	N/A	\$17.06
Series - 1000 Total	\$54,578.80	\$57,943.45	\$0.00	\$3,364.65	106.16%	\$2,226.60
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$0.00	\$11,337.00	\$0.00	\$11,337.00	N/A	\$0.00
Series - 4000 Total	\$0.00	\$11,337.00	\$0.00	\$11,337.00	N/A	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$65,038.60	\$0.00	\$65,038.60	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$65,038.60	\$0.00	\$65,038.60	\$0.00	0.00%	\$0.00
Fund - 21 Building Total	\$119,617.40	\$69,280.45	\$65,038.60	\$14,701.65	57.92%	\$2,226.60

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 31 BOND FUND						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$67.89	\$0.00	\$67.89	N/A	\$5.96
Series - 1000 Total	\$0.00	\$67.89	\$0.00	\$67.89	N/A	\$5.96
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$45,767.66	\$0.00	\$45,767.66	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$45,767.66	\$0.00	\$45,767.66	\$0.00	0.00%	\$0.00
Fund - 31 BOND FUND Total	\$45,767.66	\$67.89	\$45,767.66	\$67.89	0.15%	\$5.96

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 41 Sinking						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$79,370.59	\$0.00	\$79,370.59	N/A	\$2,751.11
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$1,678.91	\$0.00	\$1,678.91	N/A	\$410.79
Source - 1130 REVENUE IN LIEU OF TAXES	\$0.00	\$27.31	\$0.00	\$27.31	N/A	\$0.00
Source - 1310 INTEREST EARNINGS	\$0.00	\$99.78	\$0.00	\$99.78	N/A	\$4.25
Series - 1000 Total	\$0.00	\$81,176.59	\$0.00	\$81,176.59	N/A	\$3,166.15
Fund - 41 Sinking Total	\$0.00	\$81,176.59	\$0.00	\$81,176.59	N/A	\$3,166.15

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 60 SCHOOL ACTIVITY FNDS						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$255.73	\$0.00	\$255.73	N/A	\$25.01
Source - 1460 COMMISSIONS	\$0.00	\$5,541.52	\$0.00	\$5,541.52	N/A	\$347.00
Source - 1530 DAMAGES TO SCHOOL PROPERTY	\$0.00	\$109.25	\$0.00	\$109.25	N/A	\$109.25
Source - 1540 LOST TEXTBOOKS	\$0.00	\$8.00	\$0.00	\$8.00	N/A	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$0.00	\$9,780.64	\$0.00	\$9,780.64	N/A	\$5,800.00
Source - 1810 ADMISSIONS	\$0.00	\$16,488.00	\$0.00	\$16,488.00	N/A	\$0.00
Source - 1830 CONCESSIONS	\$0.00	\$840.77	\$0.00	\$840.77	N/A	\$0.00
Source - 1850 FEES, PENALTIES, AND FINES	\$0.00	\$8,425.00	\$0.00	\$8,425.00	N/A	\$600.00
Source - 1870 STATE PLAY-OFF REVENUE	\$0.00	\$6,275.00	\$0.00	\$6,275.00	N/A	\$3,380.00
Source - 1880 SUPPLIES & MAT.SOLD TO STUD.	\$0.00	\$800.00	\$0.00	\$800.00	N/A	\$0.00
Source - 1890 OTHER ATHLETIC REVENUE	\$0.00	\$6,290.00	\$0.00	\$6,290.00	N/A	\$0.00
Source - 1910 ADMISSIONS	\$0.00	\$8,637.10	\$0.00	\$8,637.10	N/A	\$0.00
Source - 1920 CONCESSION SALES	\$0.00	\$59,154.66	\$0.00	\$59,154.66	N/A	\$7,631.70
Source - 1950 RESALE MERCH.(NOT STU. STORE)	\$0.00	\$132,731.20	\$0.00	\$132,731.20	N/A	\$8,169.20
Source - 1971 FEES OR DUES	\$0.00	\$16,497.50	\$0.00	\$16,497.50	N/A	\$1,291.00
Source - 1972 DONATIONS	\$0.00	\$3,375.00	\$0.00	\$3,375.00	N/A	\$0.00
Source - 1990 OTHER SCHOOL ACT.FUND RECEIPTS	\$0.00	\$14,418.01	\$0.00	\$14,418.01	N/A	\$3,139.00
Series - 1000 Total	\$0.00	\$289,627.38	\$0.00	\$289,627.38	N/A	\$30,492.16
Series - 5000						
Source - 5120 CASH OR CHANGE	\$0.00	\$800.00	\$0.00	\$800.00	N/A	\$400.00
Series - 5000 Total	\$0.00	\$800.00	\$0.00	\$800.00	N/A	\$400.00
Fund - 60 SCHOOL ACTIVITY FNDS Total	\$0.00	\$290,427.38	\$0.00	\$290,427.38	N/A	\$30,892.16

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 86 HAIL STORM INSURANCE CLAIM						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$202.90	\$0.00	\$202.90	N/A	\$27.72
Source - 1510 INSURANCE LOSS RECOVERIES	\$0.00	\$1,133,886.68	\$0.00	\$1,133,886.68	N/A	\$0.00
Series - 1000 Total	\$0.00	\$1,134,089.58	\$0.00	\$1,134,089.58	N/A	\$27.72
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$8,520.44	\$0.00	\$8,520.44	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$8,520.44	\$0.00	\$8,520.44	\$0.00	0.00%	\$0.00
Fund - 86 HAIL STORM INSURANCE CLAIM Total	\$8,520.44	\$1,134,089.58	\$8,520.44	\$1,134,089.58	13310.22%	\$27.72

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Report Total	\$3,590,078.72	\$4,556,958.80	\$720,236.77	\$1,687,116.85	126.93%	\$322,135.92

STERLING PUBLIC SCHOOLS
ACTIVITY FUND TRANSFER FORM

AMOUNT \$667.20

FROM 844 - SENIORS
ACTIVITY FUND SUB-ACCOUNT

TO 802 - Athletics
ACTIVITY FUND SUB-ACCOUNT

PURPOSE _____

AUTHORIZED BY Brett Holmes
ACTIVITY FUND SPONSOR

ACTIVITY FUND CUSTODIAN

PRINCIPAL

SUPERINTENDENT

DATE OF BOARD APPROVAL _____

Board Meeting Date: JUNE 14, 2022

FY 22 GENERAL FUND

Vote to approve warrants #1032 through 1128 in the amount of \$256,995.08

Vote to approve purchase orders #193 through 195 in the amount of \$31839.00

FY 22 BUILDING FUND

FY 22 INSURANCE FUND

FY 22 BOND FUND

Sterling Schools
Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 192 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	193	05/11/2022	22114	TAYLOR MADE FENCES, LLC	AWNINGS -BUILD AT ELEM.	31,249.00
11	194	05/31/2022	22753	JOHN PINKSTON	CONFERENCE MEALS FOR JUNE	90.00
11	195	05/31/2022	356	PRECISION TESTING LABORATORIES	ASBESTOS INSPECTION	500.00

Non-Payroll Total:	<u>\$31,839.00</u>
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	<u><u>\$31,839.00</u></u>

Sterling Schools

Payment Register

Options: Year: 2021-2022, Fund: GEN FUND-FOR OP, Date Range: 5/1/2022 - 5/31/2022, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
2022	11	1032	05/10/2022	CHRISSEY ALCORN	PD		5/10/2022			\$0.00
2022	11	1033	05/10/2022	GARY B BARRETT	PD		5/10/2022			\$0.00
2022	11	1034	05/10/2022	GINA K BARRETT	PD		5/10/2022			\$0.00
2022	11	1035	05/10/2022	SHEILA BARTLETT	PD		5/10/2022			\$0.00
2022	11	1036	05/10/2022	TAMRA BARTLETT	PD		5/10/2022			\$0.00
2022	11	1037	05/10/2022	TIMOTHY BLACK	PD		5/10/2022			\$0.00
2022	11	1038	05/10/2022	LETISHA BREAK	PD		5/10/2022			\$0.00
2022	11	1039	05/10/2022	KELLEY BRIDGES	PD		5/10/2022			\$0.00
2022	11	1040	05/10/2022	RONITA BRIDGES	PD		5/10/2022			\$0.00
2022	11	1041	05/10/2022	LISA BYRD	PD		5/10/2022			\$0.00
2022	11	1042	05/10/2022	GEORGIA CROKE	PD		5/10/2022			\$0.00
2022	11	1043	05/10/2022	ANNA F CURRY	PD		5/10/2022			\$0.00
2022	11	1044	05/10/2022	MARTIN CURRY	PD		5/10/2022			\$0.00
2022	11	1045	05/10/2022	MAUDIE ELIZABETH DAVIS	PD		5/10/2022			\$0.00
2022	11	1046	05/10/2022	CHRISTY DODSON	PD		5/10/2022			\$0.00
2022	11	1047	05/10/2022	ALISHA M ESTRADA	PD		5/10/2022			\$0.00
2022	11	1048	05/10/2022	PENNY FASSETT	PD		5/10/2022			\$0.00
2022	11	1049	05/10/2022	ORVILLE FESLER	PN		5/10/2022	5/31/2022	12	\$360.16
2022	11	1050	05/10/2022	ZOE FOREHAND	PD		5/10/2022			\$0.00
2022	11	1051	05/10/2022	JENNIFER GARNER	PD		5/10/2022			\$0.00
2022	11	1052	05/10/2022	TASHA GARRETT	PD		5/10/2022			\$0.00
2022	11	1053	05/10/2022	ASHLEY HALE	PD		5/10/2022			\$0.00
2022	11	1054	05/10/2022	JOHN B HOLMES	PD		5/10/2022			\$0.00
2022	11	1055	05/10/2022	JANIE INGRAM	PD		5/10/2022			\$0.00
2022	11	1056	05/10/2022	RAEGAN J JACKSON	PD		5/10/2022			\$0.00
2022	11	1057	05/10/2022	TIFFANY JOHLE	PD		5/10/2022			\$0.00
2022	11	1058	05/10/2022	CASEY JOHNSON	PD		5/10/2022			\$0.00
2022	11	1059	05/10/2022	TONYA JORDAN	PD		5/10/2022			\$0.00
2022	11	1060	05/10/2022	LORI A KING	PD		5/10/2022			\$0.00
2022	11	1061	05/10/2022	WANDA L KITTELSON	PN		5/10/2022	5/31/2022	12	\$55.41
2022	11	1062	05/10/2022	AUTUMN LEE SHADY	PD		5/10/2022			\$0.00
2022	11	1063	05/10/2022	GREGORY K LEMONS	PD		5/10/2022			\$0.00
2022	11	1064	05/10/2022	AMANDA LEWIS	PD		5/10/2022			\$0.00
2022	11	1065	05/10/2022	CONNIE LOWE	PD		5/10/2022			\$0.00
2022	11	1066	05/10/2022	ASHLYN MCCLURE	PD		5/10/2022			\$0.00
2022	11	1067	05/10/2022	STACY D TOLENTINO MCDOWELL	PD		5/10/2022			\$0.00
2022	11	1068	05/10/2022	MARANDA MILAM	PD		5/10/2022			\$0.00
2022	11	1069	05/10/2022	CHANDRA MONROE	PD		5/10/2022			\$0.00
2022	11	1070	05/10/2022	VAN MONROE	PD		5/10/2022			\$0.00
2022	11	1071	05/10/2022	KIM MOORE	PD		5/10/2022			\$0.00
2022	11	1072	05/10/2022	MICHAEL MOORE	PN		5/10/2022			\$448.00
2022	11	1073	05/10/2022	TRENT PARRISH	PD		5/10/2022			\$0.00
2022	11	1074	05/10/2022	LISA PAWLOWSKI	PD		5/10/2022			\$0.00
2022	11	1075	05/10/2022	MARCELA GAMBOA PUCCIO	PD		5/10/2022			\$0.00
2022	11	1076	05/10/2022	LISA QUICKLE	PD		5/10/2022			\$0.00
2022	11	1077	05/10/2022	CARRIE REPACI	PD		5/10/2022			\$0.00
2022	11	1078	05/10/2022	KIEL ROWAN	PD		5/10/2022			\$0.00
2022	11	1079	05/10/2022	DANIEL SMART	PD		5/10/2022			\$0.00
2022	11	1080	05/10/2022	JESSICA SMART	PD		5/10/2022			\$0.00
2022	11	1081	05/10/2022	CHERYL L SMITH	PD		5/10/2022			\$0.00
2022	11	1082	05/10/2022	RHONDA TEHAUNO	PD		5/10/2022			\$0.00
2022	11	1083	05/10/2022	JENNIFER TAYLOR	PD		5/10/2022			\$0.00
2022	11	1084	05/10/2022	LINDA SUE WARNER	PD		5/10/2022			\$0.00

Sterling Schools

Payment Register

Options: Year: 2021-2022, Fund: GEN FUND-FOR OP, Date Range: 5/1/2022 - 5/31/2022, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
2022	11	1085	05/10/2022	VICTORIA WILLIS	PN		5/10/2022	5/31/2022	12	\$332.46
2022	11	1086	05/10/2022	MICHELE WOOLBRIGHT	PD		5/10/2022			\$0.00
2022	11	1087	05/10/2022	DONALD YOUNGSTEDT	PD		5/10/2022			\$0.00
2022	11	1088	05/10/2022	AMERICAN FIDELITY ASSURANCE CO	R		5/10/2022	5/31/2022	12	\$3,520.89
2022	11	1089	05/10/2022	AMERICAN FIDELITY ASSURANCE CO	R		5/10/2022	5/31/2022	12	\$283.32
2022	11	1090	05/10/2022	American Fidelity HSA Admin	R		5/10/2022	5/31/2022	12	\$100.00
2022	11	1091	05/10/2022	CCOSA	R		5/10/2022	5/31/2022	12	\$102.00
2022	11	1092	05/10/2022	INTERNAL REVENUE SERVICE	R		5/10/2022	5/31/2022	12	\$32,921.62
2022	11	1093	05/10/2022	FNB OF FLETCHER	R		5/10/2022	5/31/2022	12	\$108,228.20
2022	11	1094	05/10/2022	EMPLOYEE DEPOSIT ACCOUNT	R		5/10/2022	5/31/2022	12	\$1,115.00
2022	11	1095	05/10/2022	OMES	R		5/10/2022	5/31/2022	12	\$34,820.88
2022	11	1096	05/10/2022	OKLAHOMA TAX COMMISSION	R		5/10/2022	5/31/2022	12	\$4,833.00
2022	11	1097	05/10/2022	OK TEACHERS' RETIREMENT SYSTEM	R		5/10/2022	5/31/2022	12	\$25,997.34
2022	11	1098	05/10/2022	PROFESSIONAL OK. EDUCATORS FOU	R		5/10/2022	5/31/2022	12	\$197.34
2022	11	1099	05/10/2022	STERLING CHILD NUTRITION FUND	R		5/10/2022	5/31/2022	12	\$850.70
2022	11	1100	05/10/2022	TEXAS LIFE INS COMPANY	R		5/10/2022	5/31/2022	12	\$511.00
2022	11	1101	05/10/2022	UNUM Life Insurance	R		5/10/2022	5/31/2022	12	\$199.50
2022	11	1102	05/12/2022	AFC			5/12/2022	5/31/2022	12	\$150.95
2022	11	1103	05/12/2022	BEN E KEITH			5/12/2022	5/31/2022	12	\$6,464.17
2022	11	1104	05/12/2022	CARLS REFRIGERATION CO. INC.			5/12/2022	5/31/2022	12	\$193.75
2022	11	1105	05/12/2022	CENTERPOINT ENERGY			5/12/2022	5/31/2022	12	\$1,513.58
2022	11	1106	05/12/2022	DOLLAR GENERAL-REGIONS 410526			5/12/2022	5/31/2022	12	\$56.65
2022	11	1107	05/12/2022	ELGIN LUBE OIL & TIRE			5/12/2022	5/31/2022	12	\$15.00
2022	11	1108	05/12/2022	FIRST NATIONAL BANK OF FLETCHER			5/12/2022	5/31/2022	12	\$200.00
2022	11	1109	05/12/2022	ROBERT HINER FLOOR TECH JANITO			5/12/2022	5/31/2022	12	\$881.00
2022	11	1110	05/12/2022	GREAT PLAINS TECHNOLOGY CENTER			5/12/2022	5/31/2022	12	\$3,019.51
2022	11	1111	05/12/2022	HILAND			5/12/2022	5/31/2022	12	\$3,427.08
2022	11	1112	05/12/2022	THE HOME DEPOT PRO			5/12/2022	5/31/2022	12	\$238.58
2022	11	1113	05/12/2022	JOHNSON PLUMBING			5/12/2022	5/31/2022	12	\$1,207.00
2022	11	1114	05/12/2022	GREGORY K LEMONS			5/12/2022	5/31/2022	12	\$61.96
2022	11	1115	05/12/2022	NOAH'S PARK & PLAYGROUNDS, LLC			5/12/2022	5/31/2022	12	\$16,180.00
2022	11	1116	05/12/2022	OTA PIKEPASS CUSTOMER SERVICE			5/12/2022	5/31/2022	12	\$77.95
2022	11	1117	05/12/2022	ROBERTSON THERAPY SERVICES, LLC			5/12/2022	5/31/2022	12	\$540.00
2022	11	1118	05/12/2022	KIEL ROWAN			5/12/2022			\$46.86
2022	11	1119	05/12/2022	SCHOOL SPECIALTY, INC.			5/12/2022	5/31/2022	12	\$41.96
2022	11	1120	05/12/2022	SELLERS AIR CONDITIONING, INC.		05/12/2022				\$0.00
2022	11	1121	05/12/2022	SOUTHERN HARDLINES, INC.-ELGIN			5/12/2022	5/31/2022	12	\$262.76
2022	11	1122	05/12/2022	THE ALARM GROUP INC			5/12/2022	5/31/2022	12	\$772.80
2022	11	1123	05/12/2022	TIGER PAW QUICK MART			5/12/2022	5/31/2022	12	\$5,027.51
2022	11	1124	05/12/2022	VERIZON WIRELESS			5/12/2022	5/31/2022	12	\$236.50
2022	11	1125	05/12/2022	WINDSTREAM			5/12/2022	5/31/2022	12	\$354.92
2022	11	1126	05/12/2022	SELLERS AIR CONDITIONING, INC.			5/12/2022	5/31/2022	12	\$421.25
2022	11	1127	05/18/2022	CARDMEMBER SERVICES			5/18/2022			\$426.52
2022	11	1128	05/18/2022	UMB BANK N.A.			5/18/2022			\$300.00

Non-Payroll Total: \$42,118.26

Payroll Total: \$214,876.82

Balance Forward: \$2,545,223.21

Total: \$2,802,218.29

Sterling Schools

Cash Balances

Options: Fiscal Years: 2022, Funds: 60, As Of Date: 5/31/2022, Account Types: AC

Cash By Account and Fund

AC 0102	FNB FLETCHER/ACTIVITY FUND			
2022	60	SCHOOL ACTIVITY FNDS		\$134,323.07
			Total AC 0102	\$134,323.07
				<u>\$134,323.07</u>

Cash By Fund

2022	60	SCHOOL ACTIVITY FNDS		\$134,323.07
				<u>\$134,323.07</u>

Sterling Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2022 - 5/31/2022

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 GENERAL	\$3,787.61	\$1,215.01	\$0.00	\$1,055.70	\$3,946.92	\$0.00	\$3,946.92
802 ATHLETICS	\$2,824.13	\$7,615.00	\$0.00	\$3,312.24	\$7,126.89	\$0.00	\$7,126.89
803 FCCLA NATIONAL CONFERENCE	\$2,110.45	\$720.00	\$0.00	\$1,026.96	\$1,803.49	\$0.00	\$1,803.49
804 FCA	\$172.07	\$0.00	\$0.00	\$0.00	\$172.07	\$0.00	\$172.07
805 FLOWER FUND	\$229.11	\$0.00	\$0.00	\$0.00	\$229.11	\$0.00	\$229.11
806 FFA	\$35,078.92	\$8,630.20	\$0.00	\$3,412.29	\$40,296.83	\$0.00	\$40,296.83
807 FCCLA	\$2,216.57	\$0.00	\$0.00	\$120.75	\$2,095.82	\$0.00	\$2,095.82
808 ACADEMIC TEAM	\$197.24	\$0.00	\$0.00	\$0.00	\$197.24	\$0.00	\$197.24
809 POOL	\$284.20	\$1,500.00	\$0.00	\$0.00	\$1,784.20	\$0.00	\$1,784.20
810 AG SCHOLARSHIP	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00	\$0.00	\$2,700.00
811 STUDENT COUNCIL	\$2,675.42	\$1,199.00	\$0.00	\$552.88	\$3,321.54	\$0.00	\$3,321.54
812 GENE CROSS TIGER PRIDE SCHOLARSHIP	\$1,200.00	\$2,050.00	\$0.00	\$0.00	\$3,250.00	\$0.00	\$3,250.00
813 LIBRARY	\$2,631.82	\$109.25	\$0.00	\$0.00	\$2,741.07	\$0.00	\$2,741.07
814 FIT FOR EDUCATION	\$416.52	\$0.00	\$0.00	\$0.00	\$416.52	\$0.00	\$416.52
815 JH & HS CHEERLEADING	\$938.26	\$0.00	\$0.00	\$0.00	\$938.26	\$0.00	\$938.26
816 YEARBOOK	\$20,445.06	\$270.00	\$0.00	\$0.00	\$20,715.06	\$0.00	\$20,715.06
817 PROM	\$970.50	\$0.00	(\$970.50)	\$0.00	\$0.00	\$0.00	\$0.00
818 ELEMENTARY	\$7,424.16	\$2,099.00	\$0.00	\$5,256.95	\$4,266.21	\$0.00	\$4,266.21
819 GENERAL SCHOLARSHIP FUNDS	\$1,250.00	\$2,250.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00
820 JAMES BRAGG SCHOLARSHIP	\$890.41	\$0.00	\$0.00	\$0.00	\$890.41	\$0.00	\$890.41
830 TEACHER/SUPPORT OF YEAR	\$351.00	\$0.00	\$0.00	\$300.00	\$51.00	\$0.00	\$51.00
844 2022 SENIORS	\$15,666.39	\$0.00	\$485.25	\$15,055.00	\$1,096.64	\$0.00	\$1,096.64
845 2023 SENIORS	\$26,648.06	\$3,234.70	\$485.25	\$2,079.22	\$28,288.79	\$0.00	\$28,288.79
846 2024 SENIORS	\$4,663.75	\$0.00	\$0.00	\$168.75	\$4,495.00	\$0.00	\$4,495.00
Total	\$135,771.65	\$30,892.16	\$0.00	\$32,340.74	\$134,323.07	\$0.00	\$134,323.07

Dear Sterling Administration and School Board,

I, Todd Davis, will be resigning from the position of teacher and coach. I greatly appreciate getting hired at Sterling Public Schools. Unfortunately I received an offer that will better benefit my family. This decision was not easy but I believe this will be better for my family. I will always be grateful to Sterling Public Schools and will cheer on their athletes from afar. Thank you for considering me for the position.

Todd Davis

6-6-22

Todd Davis



Price Quote

8860 E. Chaparral Rd
Suite 100
Scottsdale, AZ 85250
877-725-4257

Date 6/20/2023
Quote No. 271244
Acct. No. 03:st:OK:12207110
Total \$8,100.00
Pricing Expires 9/30/2023

Sterling School District 3
PO Box 158
Sterling OK 73567

Payment Schedule	Contract Start	Contract End
	7/1/2023	6/30/2024

Site	Description	Comment	End Date	Qty
1. Sterling High School				
	Odysseyware 6-12 Comprehensive All Content Concurrent User (MS and HS content for math, ELA, science, social studies, electives, world languages, Test Prep; excludes eDynamic Learning and Purpose Prep)		06/30/2024	10
	Professional Development Webinar Training		06/30/2024	2

Subtotal \$8,100.00
Total \$8,100.00

Imagine Learning will audit enrollment count throughout the year. If more enrollments are found to be in use than purchased, Imagine Learning will invoice the customer for the additional usage.

This quote is subject to Imagine Learning LLC Standard Terms and Conditions ("Terms and Conditions"). These Terms and Conditions are available at <https://www.imaginelearning.com/standard-terms-and-conditions>, may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement. To the fullest extent permitted under applicable law, all pricing information contained in this quote is confidential, and may not be shared with third parties without Imagine Learning's written consent.

Signature: _____
Print Name: _____
Title: _____
Date: _____

Imagine Learning Representative
Billy Ray McCrary | Senior Inside Account Executive
billy.ray@imaginelearning.com
C: 512.966.0820 | Imagine Learning

Not valid unless accompanied by a purchase order. Please specify a shipping address if applicable. Please e-mail this quote, the purchase order and order documentation to AR@imaginelearning.com or fax to 480-423-0213.

Comanche
(County)

Sterling
(School)

- A. Identified Need
Superintendent & Principal Meetings, FERPA, Child Abuse, and Confidentiality, Blood borne Pathogens, and Alcohol/Drug Awareness
- B. Specific Training Objectives for the Above Identified Need
Yearly mandated required training
- C. Proposed Training Date
August 2023
- D. Proposed Personnel to be Trained
All faculty
- E. Probable Training Agency (if possible, the person providing the instruction)
School personnel, Safe Schools Online Program
- F. Source of Funds and Estimated Cost (staff development funds, general funds, etc.
FREE

Comanche
(County)

Sterling
(School)

- A. Identified Need
Proper communication with students and guardians.
- B. Specific Training Objectives for the Above Identified Need
Provide staff with the skills needed to communicate effectively with all stakeholders.
- C. Proposed Training Date
August 2023
- D. Proposed Personnel to be Trained
All Faculty
- E. Probable Training Agency (if possible, the person providing the instruction)
Certified local staff
- F. Source of Funds and Estimated Cost (staff development funds, general funds, etc.)
On staff Instruction

Comanche
(County)

Sterling
(School)

- A. Identified Need
Motivation / Healthy Schools
First Aide/Diabetes Management/Seizures Awareness
- B. Specific Training Objectives for the Above Identified Need
To promote health and academic success through movement throughout the school day
- C. Proposed Training Date
August 2022
- D. Proposed Personnel to be Trained
All faculty
- E. Probable Training Agency (if possible, the person providing the instruction)
SDE Staff
Local Medical Personnel
- F. Source of Funds and Estimated Cost (staff development funds, general funds, etc.)
FREE

Comanche
(County)

Sterling
(School)

- A. Identified Need
Digital Technology Training and Awareness
- B. Specific Training Objectives for the Above Identified Need
Provide staff with an overview of different available apps, online programs, google docs and google classroom.
- C. Proposed Training Date
August 2022
- D. Proposed Personnel to be Trained
Certified faculty
- E. Probable Training Agency (if possible, the person providing the instruction)
SDE staff and local teachers
- F. Source of Funds and Estimated Cost (staff development funds, general funds, etc.)
FREE

Comanche
(County)

Sterling
(School)

F. Identified Need

School climate/ Student success

G. Specific Training Objectives for the Above Identified Need

Provide staff with an overview of different types of rewards for students success and how to celebrate different successes in the classroom and in the school to create a more complete culture.

H. Proposed Training Date

August 2022

I. Proposed Personnel to be Trained

Certified faculty

J. Probable Training Agency (if possible, the person providing the instruction)

SDE staff and local teachers

F. Source of Funds and Estimated Cost (staff development funds, general funds, etc.

FREE



Debbie Burden
Stephens County Treasurer

101 S. 11th Room 207
Duncan Oklahoma 73533
Phone (580) 255-0728 Fax (580) 252-5950

Superintendent of Schools
Sterling Public School
PO Box 158
Sterling, OK 73567

AGREEMENT

This agreement made and entered into this ____ day of _____, 2022 by and between the Stephens County Treasurer's office, Duncan, Oklahoma, herein after referred to as the treasurer and the independent school district (JC)#16-I003 herein after referred to as school district.

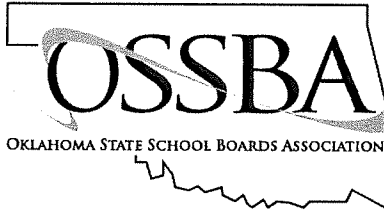
The school district agrees to waive their pro-rate share of interest earned on tax collections if the county treasurer makes double apportionments during the peak collection months of December, January, February and March of the school year 2022-2023.

Your cooperation will be appreciated.


Stephens County Treasurer

President of Board

Superintendent



COMPREHENSIVE EMPLOYMENT SERVICE AGREEMENT

This Service Agreement is made this ___ day of _____, 2021, by and between Sterling Public Schools (hereafter, "School") and Oklahoma State School Boards Association Employment Services Program (hereafter, "OSSBA ES").

The Board of Education of the School has voted to join the OSSBA Employment Services Program for the 2021-2022 school year and agrees to pay OSSBA an administrative fee in the amount equal to \$7.00 per employee multiplied by 53, which equals the number of School employees, for a total annual administrative fee of \$ 371.00 .

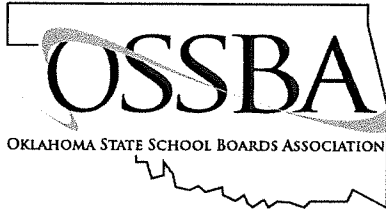
The administrative fee will be paid in exchange for employment related services provided by OSSBA, including but not limited to:

- 1) Providing complete legal representation by an Oklahoma licensed attorney in all aspects of the unemployment claims process before the Oklahoma Employment Security Commission (hereafter "OESC");
- 2) Auditing the payment of all unemployment claims to ensure the minimum is paid and any overpayments are recovered;
- 3) Providing quarterly reports of unemployment claims and amounts paid by the OESC to Claimants on the School's behalf;
- 4) Providing prudent management of School funds deposited in the School's OSSBA Employment Services Program Account;
- 5) Providing up-to-date Legislative and Administrative Law Updates to keep the School informed of changes that affect unemployment claims and costs; and
- 6) Providing opportunities for employment training and information.

Initial Deposit: Upon signing an initial Service Agreement, the School will make an initial deposit in order to establish an OSSBA Employment Services Program Account through which the OSSBA will pay any necessary unemployment claim payments and any other necessary payments to the OESC on the School's behalf. The funds in the Account shall at all times remain School funds.

Payment: During the term of this Service Agreement, not more than once each month, an amount will be deducted from the School's OSSBA Employment Services Program Account until the total annual administrative fee is paid in full.

Additional Deposits: In the event that a payment or deduction from the School's OSSBA Employment Services Program Account would deplete the Account to an amount



less than zero (0), the School will be required to make an additional deposit to replenish the Account prior to OSSBA making any payment to the OESC.

Withdrawal of Funds from OSSBA Employment Services Program Account: Because the funds in the School's OSSBA Employment Services Program Account remain School funds, the School may withdraw any or all funds from the Account upon providing written notice to the OSSBA.

Term of Agreement: This Service Agreement will be effective for the 2021-2022 fiscal year which ends on June 30, 2022. This Service Agreement may be renewed for a subsequent fiscal year by the Board of Education of the School taking such necessary action.

Revision or termination of Agreement: Either party may revise this Service Agreement with 60 days' written notice to the other party. If either party does not fulfill what it has agreed upon in the above terms, then termination may be made within 30 days' written notice to the other party.

Signed:

Dr. Shawn Hime, OSSBA Executive Director

April 22, 2021
Date

School Board President or Designee, Sterling Public Schools

Date

CRW Consulting E-rate Services, LLC
Program Year 2023 (Year 26)
E-rate Contract

CRW E-rate Consulting, (“Agent” or “CRW”) and **Sterling School District** (“Applicant”) each agree to perform the obligations listed below. This contract authorizes the Agent to file any FCC Form (including, but not limited to: FCC Forms 470, 471, 472, 486 and 500) on behalf of the Applicant for Program Year 2023 (services to be discounted generally from 07/01/2023 – 06/30/2024). These FCC forms are necessary to receive Universal Service Fund monies, more commonly known as the “E-rate Program.”

This contract also authorizes an agent of CRW to (1) be listed as the contact person on the above referenced FCC forms; (2) sign, on behalf of the Applicant, any and all of said FCC Forms; (3) sign, on behalf of the Applicant, any and all additional FCC Forms which might become necessary to obtain discounts or stay within FCC Program rules, and (4) order services listed on the application on behalf of the Applicant. The Applicant agrees that the Applicant is strictly liable for any and all certifications and representations made on FCC Forms concerning the E-rate program, regardless of if an agent of CRW submits and signs said Form pursuant to this Contract.

This contract is subject to change based upon program rule changes made by the FCC or the Schools and Libraries Division (SLD) of the Universal Service Administrative Company, as well as any changes in applicable federal or state law. Either party’s failure to fulfill the obligations listed below will discharge, at the option of the other party, such other party’s obligations contained herein upon written notice. Applicant agrees to indemnify, defend, and hold harmless Agent for any and all claims arising hereunder or related to this Contract, including matters within the jurisdiction of state or federal administrative agencies, except for such claims based on Agent’s own fraud, willful injury, gross negligence, or violation of the law. Any waiver by either party of any provision of this Contract shall not operate as, nor be construed to be, a waiver of any subsequent breach thereof. Liability for damages on the part of either party is strictly limited to the “Full Payment for Priority One Application” amount listed in the “Payment Terms” section of this Contract. This Contract is governed by the laws and regulations of the State of Oklahoma, regardless of the location of the Applicant, and any disputes arising hereunder shall be resolved in the applicable state or federal court for the County of Tulsa, State of Oklahoma. The parties consent to the jurisdiction of such courts and waive any jurisdictional or venue defenses otherwise available.

Signing below indicates acceptance that both parties will perform the responsibilities and accept the obligations listed therein for the applicable program year, and agree to follow the payment terms as described below. Signing below also indicates that both parties agree to every provision of this Contract. Furthermore, both parties acknowledge that they had the opportunity to submit this Contract to counsel for review.

TWO IMPORTANT NOTES

1. **The document retention period for E-rate has changed from five years to ten years past the last day to receive service. For most applicants, this will mean that you will have to keep all of your E-rate related documents, including copies of the bills, proof of payment/POs, packing slips (for equipment) for a time period ending about 6/30/2034 for Category One Funding (this will be at the earliest 9/30/2034 for Category Two Funding).**
2. **Applicants are required to comply with all State and Local bidding and purchasing rules (such as public notice requirements, bond requirements, etc.). Failure to comply with these State or Local restrictions could result in the loss of funding/mandatory re-payment of funding. If you have these types of rules in place, please make sure you inform us and that you follow those rules.**

Responsibilities and Obligations of the Applicant

1. The Applicant understands that all services or products to be included on FCC Form 471 (The Application) must be competitively bid for a time period of no less than 28 days. **Any service which the Applicant wishes to have discounted by the E-rate program and is covered by a contract must undergo the proper 28 day competitive bidding cycle, and must be signed in the appropriate time period.**
2. The Applicant agrees to provide a list of services or products to be included in the bidding process to the Agent (including identifying any contracts that may be expiring and need to be re-bid).
3. The Applicant understands that the 28-day bidding period begins the day the FCC Form 470 is filed on-line with the SLD's web site, or the date that the applicant posts their Request for Proposal (whichever is the later date begins the 28 day window).
4. The Applicant agrees to inform the Agent of any state or local bidding restrictions and/or regulations before filing of FCC Form 470. These restrictions or regulations include, but are not limited to, newspaper advertisements, bonding requirements and/or other general media or public notification requirements.
5. The Applicant understands that during the 28 day bidding cycle that the Applicant must allow potential vendors equal opportunity to bid on the proposed services listed on FCC Form 470. The Applicant may choose to place qualifications on the bidding process, but any vendor who meets such qualifications must be allowed the opportunity to place a bid within the specified time period.
6. The Applicant understands that it is required to make cost-effective bidding decisions and that if the Applicant selects a service provider/bidder that is 2 times more expensive than the lowest bidder, USAC may deem that decision to not be cost-effective (and want their funding back).
7. The Applicant understands and agrees that it is the Applicant's sole responsibility to complete the Competitive Bidding Process and to evaluate any bids received. Under no circumstances

will the Agent evaluate bids/award contracts on behalf of the Applicant.

8. The Agent may attempt to assist the Applicant's bid evaluation process by identifying what the Agent believes to be the cost of eligible goods and services provided on your bids. The Applicant agrees that it is the ultimate responsibility of the Applicant to determine the actual price of eligible goods and services to be evaluated and to verify those amounts listed by the Agent.
9. The Applicant agrees to notify CRW of any products or services to be included on the Application that are, or will be, purchased or governed by a contract (including contracts that are expiring and need to be re-bid).
10. The Applicant understands that all contracted services or products (that is, services or products that are purchased or governed by a contract) to be listed on the Application for discounts must be covered under a contract executed in the proper time period (after the 28 day bidding cycle is over, but before the close of the application window). The Applicant further understands that funding for services contracted for before the allowable 28 day bidding has ended, or after the 471 Application window has closed, will not be funded.
11. Applicant understands and will abide by the SLD's competitive bidding rules which state that price must be the primary factor in awarding bids. The Applicant further certifies that, in accordance with the SLD's competitive bidding rules, no bidding evaluation factor will be as heavily weighted as is the "price" evaluation factor.
12. Applicant agrees to document the bid evaluation process (a list of evaluation factors and how many points each bid received for each factor) for any service requested for which more than one bid is received. Sample bid evaluation sheets are available from CRW.
13. The Applicant agrees to provide Agent copies of an average month's bill for any services not covered under a contract and to be included on the Application. This may include, but is not limited to Internet access bills, and circuit bills.
14. The Applicant agrees to provide any information necessary to file any FCC form to the Agent upon request, within five working days. This includes, but is not limited to, free and reduced lunch information, monthly bills, copies of contracts, and letters that authorize the Agent to obtain account information.
15. The Applicant agrees to retain any records related to the Application or other relevant FCC Forms for a period of ten years past the last day to receive service. This includes, but is not limited to, bids received, contracts, free and reduced lunch documentation, proof of payment for services, asset tracking info (packing slips, work orders, proof of delivery) and monthly bills that were or will be discounted by the SLD.
16. The Applicant agrees to forward to the Agent any request for information originating from the SLD or USAC within three (3) working days.
17. The Applicant agrees to provide an authorized signature and date for any necessary FCC Form that has been prepared by the Agent.
18. The Applicant understands that it is the sole responsibility of the Applicant to follow and adhere to any and all relevant FCC, USAC, or SLD rules and regulations, as well as any applicable federal, state, or local laws.
19. The Applicant agrees to authorize and grant "full rights" to employees of CRW Consulting in

USAC's EPC filing system.

20. Applicant recognizes and agrees that the Agent does not provide professional legal services nor does the Agent engage in the practice of law.
21. Applicant agrees to review draft copies of FCC Form 471 sent to the Applicant from the Agent for errors and omissions.

Responsibilities and Obligations of the Agent

1. Agent agrees to file on behalf of the Applicant any necessary FCC Form, including, but not limited to, FCC Forms 470, 471, 472, 486, 500, Service Provider Identification Number Change Letters, and Service Substitution Letters.
2. Agent agrees to notify the applicant of relevant program rule changes within a reasonable time period.
3. If desired by the Applicant, the Agent agrees to help determine the scope and details of the types of services or products to be included in the competitive bidding process. These services/products will be listed on FCC Form 470 and must undergo a minimum 28-day competitive bidding cycle.
4. Agent agrees to assist in preparing a Request for Proposal (RFP) or Invitation for Competitive Bids (IFCB) for E-rate eligible services, if desired by the applicant. This RFP/IFCB would supplement the FCC Form 470.
5. Agent agrees to review monthly bills, invoices, and/or contracts that are submitted to Agent in a timely manner for funding eligibility under the FCC rules and guidelines.
6. Agent agrees to submit, after receiving all necessary information from the Applicant, completed FCC Forms 470 and 471 to the SLD, before any relevant deadlines.
7. Agent agrees to answer on behalf of the Applicant any question or inquiry regarding the E-Rate Program or the services to be provided by Agent hereunder from the SLD, USAC, or any other such federal or state administrative agency.
8. Agent agrees to provide on-going E-rate support to the Applicant, as generally described above, and including providing reminders about upcoming deadlines, for a period starting no earlier than the execution date of this contract and ending no earlier than the end of the applicable program year (this will generally be about an 18 month time period).
9. Agent agrees to provide support in the event of a Selective Review, conducted by the SLD or their representatives covering an application filed by the Agent

PAYMENT TERMS: “Category One Applications” are defined as applications including only “Telecommunication Services” and/or “Internet Services” and/or “Voice Services” and/or Data Transmission Services” (including “Self-Provisioned Fiber, Leased Dark Fiber or Leased Lit Fiber”), or any other eligible Wide Area Network service.” Full payment to CRW for filing Category One applications on behalf of the client is in the amount of \$2500 payable within 30 days of The Applicant receiving the invoice for payment from the Agent. Additional charges for large Self-Provisioned Fiber or Leased Dark Fiber projects may apply, depending upon the size of the project and the needs of the Applicant.

“Category Two Applications” are defined as applications including “Internal Connections and/or “Basic Maintenance of Internal Connections” and/or “Managed Internal Broadband Services.” Full payment for Category Two Applications is 3% of the total funded amount featured on the Applicant’s “Funding Decision Commitment Letter.” Should no funding be awarded for the Category Two Application, the Applicant has no additional payment obligations beyond the Category One payment listed above.

Failure by the Applicant to perform the obligations and responsibilities listed on this form, and the possible loss of funding as a result thereof, does not discharge full payment obligations of the Applicant.

Payment should be mailed to: CRW Consulting, PO Box 701713, Tulsa, OK 74170-1713.

Agreed to this _____ day of _____, 2022

Applicant’s Authorized Signature



Agent’s Authorized Signature

Printed Name

Chris Webber

Printed Name

Title or Position

Owner, CRW Consulting

Title or Position

Sterling School District
Name of School District

**FAX THIS SIGNED PAGE TO: (918) 445-0049
OR EMAIL TO chris@crwconsulting.com**

COPY

Independent School District No. 3 of Comanche County, Oklahoma
 (Sterling Public Schools)
 \$250,000 Qualified Zone Academy Bonds
 Commencement Date February 28, 2014

Amortization Schedule

Pmt. #	Date	Principal	Interest Rate	Interest	Serial Payments (P&I)	Redemption Percent	Redemption Price	Remaining Principal
	02/28/2014							250,000.00
1	02/28/2015	23,358.54	1.50%	3,750.00	27,108.54	105.00%	237,973.53	226,641.46
2	02/28/2016	23,708.92	1.50%	3,399.62	27,108.54	105.00%	213,079.17	202,932.54
3	02/28/2017	24,064.56	1.50%	3,043.99	27,108.55	104.00%	186,022.70	178,867.98
4	02/28/2018	24,425.52	1.50%	2,683.02	27,108.54	104.00%	160,620.16	154,442.46
5	02/28/2019	24,791.91	1.50%	2,316.64	27,108.55	103.00%	133,540.07	129,650.55
6	02/28/2020	25,163.79	1.50%	1,944.76	27,108.55	103.00%	107,621.36	104,486.76
7	02/28/2021	25,541.24	1.50%	1,567.30	27,108.54	102.00%	80,524.43	78,945.52
8	02/28/2022	25,924.36	1.50%	1,184.18	27,108.54	102.00%	54,081.58	53,021.16
9	02/28/2023	26,313.23	1.50%	795.32	27,108.55	101.00%	26,975.01	26,707.93
Last 10	02/28/2024	26,707.93	1.50%	400.62	27,108.55	101.00%	0.00	0.00
Total		\$250,000.00		\$21,085.45	\$271,085.45			

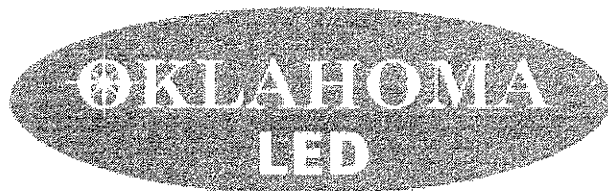
Above schedule assumes the acknowledgement and receipt of a Tax Credit Rate from the Internal Revenue Service. The schedule may be subject to amendments or changes as described in the Lease/Purchase Agreement herein and accompanying documentation

Optional redemption only on payment dates listed above commencing 2/28/2015

LESSOR'S ACCEPTANCE - BY: _____ DATE: _____

LESSEE'S ACCEPTANCE - BY: _____ DATE: _____

Board
Approved
1-9-17.



"An Energy Savings Company"

Administered by: Government Capital Corporation

Tuesday, January 09, 2018

Brent Mackey
Lighting Energy Specialist
Oklahoma LED
11005 S. Memorial Dr.
Tulsa, OK 74133
918-859-7051
brent@oklahomaled.com

RE: LED Conversion & related items

Brent,

Thank you for the opportunity to present proposed financing for Sterling Public Schools.

FINANCING STRUCTURE:	OK, Lease-Purchase Finance Agreement
ISSUER:	Sterling Independent School District No. 1-3 Comanche County, Oklahoma (Sterling Public Schools)
PROJECT COST:	\$ 78,492.50
REBATE PAYMENT:	<u>\$13,102.00</u>
REMAINING AMOUNT:	\$65,390.50
PAYMENT TERM:	<u>5 Years/ 5 Pmts.</u> ←
INTEREST RATE:	3.40 % (fixed)
PAYMENT AMOUNT:	\$ 14,645.44/ Yr.
FIRST PAYMENT DUE:	Six (6) months after signing/closing, annually thereafter
REBATE PAYMENT DUE:	Six (6) months after signing/closing (or) w/ first scheduled payment

The above proposal is an expression of interest, subject to audit analysis; mutually acceptable documentation assumes bank qualification and is not a binding commitment. The terms outlined herein are subject to change and rates are valid for fourteen (14) days from the date of this proposal. If funding does not occur within this time period, rates and terms may be indexed to current market at that time. The above proposal provides for all closing costs at \$1,961 to be charged for all administrative, underwriting, issuance & documentation items. All costs are incorporated in the financed amount and are reflected in the above calculated payments.

Our finance programs are extremely flexible and our goal is total customer satisfaction. If you have any questions or wish to consider other payment terms, frequencies or conditions, please contact me toll free at (800) 883-1199.

With Best Regards,
Joshua Rosser
Joshua Rosser
Client Services, Public Finance

Cc: Michelle Sanders

The transaction described herein is an arm's length, commercial transaction between you and Government Capital Corporation ("GCC"), in which GCC: (i) is acting solely for its own financial and other interest that may differ from yours; (ii) is not acting as your municipal advisor or financial advisor, and has no fiduciary duty to you with respect to this transaction; and (iii) is not recommending that you take an action with respect to this transaction.

The First National Bank Of Fletcher Main Location

Today's Date	April 26, 2022	Period Convention	Actual/365
Funding Date	April 25, 2022	Compounding Method	U.S. Rule
First Payment Date	April 25, 2023	Input Rate Convention	Simple Rate
Loan Structure	Balloon	Initial Input Rate	4.500
Number of Payments	5 Annual Payments	APR	4.503

COLLATERAL:

REPAYMENT PROVISIONS:

Principal and interest are repayable in 4 installment payments consisting of principal and interest , in the amount of \$8,500.00 each, commencing on April 25, 2023 and continuing annually thereafter, and one (1) final installment payment consisting of the full amount of the principal and all accrued interest remaining due and payable on April 25, 2027.

PROCEEDS:

CASH TO BORROWER \$37,000.00

TOTAL PROCEEDS \$37,000.00

TOTAL FINANCED PREPAIDS \$0.00

INSURANCE:

NONE

LOAN AMOUNT:

\$37,000.00

AMOUNT FINANCED:

\$37,000.00

INTEREST CHARGE:

\$5,111.94

TOTAL FINANCE CHARGE:

\$5,111.94

TOTAL OF PAYMENTS:

\$42,111.94

May 10, 2022

Sterling Public Schools
Attn: Marty Curry
Sterling, OK 73567

RE: Cover Letter/Resume
FCCLA/FACS Position
Sterling High School

Mr. Curry:

Attached is my application and resume for the above stated position at Sterling Public Schools. I'm both pleased and excited to provide this as I feel that I would be an excellent fit for this position. I see this as an opportunity to challenge myself along with the opportunity to prepare students by equipping them with life skills and strategies for success in life after high school.

In my opinion, this position lends itself to endless possibilities in teaching not only basic homemaking skills but also going much further with giving them an overview of life skills, such as personal finance and consumer purchasing among other things. I would love to expose them to a basic overview of buying a car, buying a home, how credit cards work, etc. and possibly bringing in guest speakers that are experts in their respective fields to assist.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script that reads "Amanda Lewis". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Amanda Lewis

STERLING PUBLIC SCHOOL DISTRICT I-003
400 SOUTH TIGER BLVD.
STERLING, OK 73567
AN EQUAL OPPORTUNITY EMPLOYER
EMPLOYMENT APPLICATION for CERTIFIED PERSONNEL

Notice to applicant:

SD Number I003, Sterling, OK does not discriminate against any employee or applicant on the bases of race, color, religion, sex, age, national origin, handicap, or status as a Vietnam era or disabled veteran. This policy encompasses recruitment, selection, assignment, promotion, transfer, termination, compensation, training, or apprenticeship, and all other terms, conditions, benefits and privileges associated with employment.

This policy also extends to the educational programs and activities operated by the District.

Discrimination is specifically prohibited by the title IX of the Education Amendments of 1972, as amended, and Title 45, Subtitle A, Part 86 of the implementing regulations administered by the Director of the Office of Civil Rights of the United States Department of Health, Education, and Welfare.

Date of Application: 5/10/22

GENERAL INFORMATION

Name: Lewis Amanda Faye Marcantel
Last First Middle Maiden

Address: P.O. Box 402 Sterling OK 73567
Street/Box City State Zip Code

Other address where you may be reached: 14794 NE Cline Fletcher, OK 73567

Work Phone #: N/A Home Phone #: cell (337) 802-1375

Name used on records if different than present name: _____

Are you a United States Citizen? Yes No

If not, what documentation do you have to show that you are legally eligible to work in the United States?

When are you available to start working? Immediately

Are you now capable of performing the duties required of the applicant of this job? Yes No

If not, how do you feel an accommodation can be reasonably made to allow you to perform essential job duties?

Position for which you are applying: Home Ec/FACS teacher

Credentials included with application:

Resume

All teaching and professional certificates (front and back if appropriate) - upon request

All transcripts showing degree

What certification is pending, dependent upon passing required testing? N/A

When will you take the certification test? _____

Do you have certification issued by another state? Yes No Louisiana & Oklahoma

Are you presently employed? Yes No

If currently employed, are you employed by a school district? Yes No

If currently employed by a school district, have you already submitted a resignation to the district and been released from contractual obligations past the effective date of the resignation? Yes No

Former Sterling District I-003 Employee? Yes No

If yes, give dates of employment: _____

Do you have a relative who is a member of the Sterling District I-003 Board of Education?
 Yes No If yes, please give the name of the relative and relationship. _____

EDUCATION/TRAINING

Schools Attended: List all applicable information.

NAME OF SCHOOL AND LOCATION	COURSE OF STUDY MAJOR/MINOR FIELDS	DIPLOMA, DEGREE, OR CERTIFICATE	YEAR GRADUATED
McNeese State University Lake Charles, LA	Elem Ed/ SPED	Degree	2010
-----	-----	-----	-----
-----	-----	-----	-----
-----	-----	-----	-----
-----	-----	-----	-----

TEACHING EXPERIENCE

List teaching experience beginning with most recent years.

NAME OF SCHOOL AND LOCATION	TYPE OF ASSIGNMENT	DATES TAUGHT	REASON FOR LEAVING
Central High School Central High, OK	Special Education	Aug 2020 - May 2021	
-----	Director	-----	-----
Frasch Elementary Sulphur, LA	2nd grade teacher, 4th grade teacher, Special teacher	Aug 2011 - May 2020	-----

Total Creditable Years 10 1/2 (Full-time teaching in college or public school.)

OTHER WORK EXPERIENCE

Please provide a complete listing of all jobs or positions you have held in the past 10 years.
Attach additional sheets if necessary. Please attach resume if available.

School District/Firm Name	Position/Title	Dates Employed	Reason for Leaving

PROFESSIONAL DATA

Omit references to organizations that would reveal race, age, ethnic origin, or religious persuasion.

Publications/Articles: Please See RESUME

Seminars/Workshops Conducted: _____

Other Related Professional Activities: _____

EMPLOYMENT REFERENCES

Please list references who may be contacted regarding your work history. Please include all managers/supervisors at the last two employing organizations who evaluated your performance.

Full Name of References	Position/Title	School District/ Firm Name	Email or Mailing Address	Area Code/ Phone No.
<u> Please See </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> RESUME </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

CRIMINAL ACTIVITIES

The district has a duty to teach students proper citizenship and respect for the law, and teachers have an obligation to serve as role models for students. Because the district teaches students about the dangers of chemical abuse and because the district is entrusted with the supervision of minors, the district cannot have employees performing duties while under the influence of dangerous substances or substances which adversely affect reaction time and good judgment.

Information concerning past illegal acts will be considered along with the time of the offense, the seriousness and nature of the violation, any rehabilitations and your subsequent employment history.

Have you ever been convicted of a felony? Yes _____ No If so, provide details: _____

Have you ever been convicted of a criminal offense involving illegal drugs? Yes _____ No
If so, provide details; _____

Have you ever been convicted of a criminal offense involving illegal use of alcohol? Yes _____ No If so, provide details: _____

Have you ever been convicted of any criminal offense involving minors? Yes _____ No If so, provide details _____

DRIVING RECORD

This portion is only to be completed if you are applying for a position that requires the teacher to transport students:

Has your drivers' license been suspended within the last 5 years? Yes _____ No
What was the reason for the suspension, and when was your license reinstated?

Have you ever been convicted of driving under the influence of drugs or alcohol? Yes _____ No If yes, provide details: _____

POSITION STATEMENT

Please make a statement in your own handwriting concerning your reason for desiring a position with Sterling School District I-003. Use the back of this page if necessary.

I have been a certified teacher since 2010. This position would be a challenge yet fun. My goal is to prepare students for the next stage in life by teaching life skills and strategies for future success. I would love to join the Sterling School District in preparing their students to become productive citizens.

VERIFICATION

I hereby affirm that all information provided in this application is true to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.

I authorize the references listed to give you all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

I understand that the district is allowed under School Laws of Oklahoma Section 108 to obtain criminal history record information on applicants for employment.

This application becomes the property of the district. The district reserves the right to accept or reject it. This application shall be considered active for a period of time not to exceed 365 days. Any applicant wishing to be considered for employment beyond this time period may inquire as to whether or not applications are being accepted at that time.

Chandra Lewis
Signature of Applicant

5/10/22
Date

Amanda F. Lewis

PO Box 402
Sterling, OK 73567
(337)802-1375 cell
Email: Amanda.lewis1977@yahoo.com

Career Goal

To obtain a position within your school district in a teaching/leadership capacity.

Education

McNeese State University
Westlake High School

Bachelor of Science, Education and Special Education 2011
Graduate, 1995

Qualifications

- I am a Highly Effective rated elementary teacher with a proven ability to enhance students' educational experiences and performance. I have lead PLCs based on ongoing trainings and have a dedicated routine of redelivering pertinent information to my staff. I have the natural passion and drive to lead employees, while sustaining a caring culture where all employees feel valuable and respected.
- I have served Calcasieu Parish School Board (CPSB) as a content leader for my elementary campus, and for five years I served CPSB as an assessment writer, a content specialist, and a curriculum expert.

Employment

August 2020 – May 2021 **Central High Public Schools-Special Education Director**

- Organize folders, administrative records
- Delegate duties to staff members to ensure effective and efficient instruction
- Provide effective, differentiated instruction
- Collaborate with teachers and other administrators
- Apply strategies to resolve conflict effectively
- Provide curriculum and program alignment
- Create student and staff schedules
- Comply with IEP and 504 timelines
- Compile data for IEPs
- Structure and facilitate IEP team meetings
- Assess student needs
- Supervise certified and uncertified personnel

August 2011- May 2020 **Frasch Elementary-4th and 2nd Grade, Special Education (CPSB)**

- Collaborate and plan with fellow teachers to design and implement engaging lessons
- Follow CPSB approved curriculum across all subjects to ensure success
- Provide differentiated and balanced instruction to meet every student's individual needs
- Analyze student data and progress to adjust instructional approach and method if needed
- Establish high expectations in the classroom to maintain order and consistency
- Communicate with parents/caregivers to ensure student success at school and home

Amanda F. Lewis
References

Tony McCardle
Director of Career and Technical Education College Programs-CPSB
(337)802-4659 tony.mccardle@cpsb.org

Bennie Newton
Retired Superintendent-Central High Public Schools
(580)641-3566

Michelle LeBlanc
Principal-W.W. Lewis Middle School
(337)526-2707 michelle.leblanc@cpsb.org

the beckman company

insurance

May 25, 2022

Mr. Kent Lemons
Sterling School District
PO Box 158
Sterling, OK 73567

Re: 2022/2023 Workers' Compensation

Dear Mr.Lemons:

We appreciate the opportunity to present your workers' compensation insurance quote for 2022/2023. The Beckman Company has access to many different markets, which allows us to provide the most competitive premiums available. We are part of one of the nation's largest agency networks.

The Beckman Company founded in 1960, is recognized as one of Oklahoma's largest privately-owned insurance agencies. Little did Bill Beckman anticipate that someday the company would insure some 500+ public entities with a combined annual payroll of over 3 Billion dollars and have property values insured exceeding over 10 Billion dollars.

The Beckman Company represents some 60+ insurance carriers. The majority of our staff are C.I.C.'s or hold other professional status (this is probably unsurpassed for an agency our size in the country). We insure a variety of business including some of the nation's top manufacturing facilities. On the public side, we currently write some 500+ public entities from school districts, counties, cities, as well as colleges and major universities throughout the state of Oklahoma. The Beckman Company insures more public entities in Oklahoma than any other firm!

On a personal note, we give as reference the current and former governors living in our state as well. The Principals have over 100 year of insurance experience and the Beckman Company (TBC) has been continually recognized as one of America's Insurance brokers on a multitude of lines of coverage. The Beckman Company is one of Oklahoma's largest workers' compensation MGA.

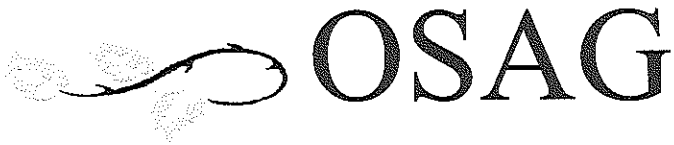
Enclosed please find your 2022/2023 quote through the Oklahoma School Assurance Group. Because of your districts strong efforts to maintain good loss control, your district has a history with the Oklahoma School Assurance Group, a preferred group specially for Oklahoma school districts. The Beckman Company will serve the best interest of your school district's needs with workers' compensation now and in the future.

If you should have any questions or concerns, please feel free to call.

Appreciate this opportunity,


The Beckman Company
Bill, Bryan, Martin, Tom & Will Beckman

enclosure



Oklahoma School Assurance Group

May 25, 2022

Sterling School District
Mr. Kent Lemons
PO Box 158
Sterling, OK 73567

Dear Mr. Lemons and Sterling School District Board of Education:

Your 2022-2023 workers' compensation premium quote from the Oklahoma School Assurance Group (OSAG) is enclosed.

It is important to review the proposal completely, to familiarize with potential FUTURE MONETARY BENEFITS for your district! Several important documents are enclosed for your benefit. Don't hesitate to call our office for assistance with questions about your OSAG quote.

OSAG is the largest provider of workers' compensation services to Oklahoma public schools, proudly saving our members over \$106,855,968 since we began in 1994. Our motto is to provide "*the most efficient and economical workers' compensation services to Oklahoma public school districts*". We strive to uphold this motto, and look forward to welcoming Sterling School District as a member of the OSAG program.

We look forward to your OSAG membership in 2022-2023. Please call us at 800-699-5905 to discuss your quote material.

Sincerely,

Tina J. Wamsley, Secretary
Oklahoma School Assurance Group

TJW/vml
enclosure

P.O. Box 18858, Oklahoma City, Oklahoma 73154
Telephone 405-879-0213 / 800-699-5905 Facsimile 405-842-0051
www.okschoolassurancegroup.org



Oklahoma School Assurance Group

Sterling School District
Attn: Mr. Kent Lemons
PO Box 158
Sterling, OK 73567

May 25, 2022

Re: 2022-2023 OSAG Workers' Compensation Insurance Quote

Dear Mr. Lemons,

Thank you for helping to make OSAG the largest provider of workers' compensation to public schools in Oklahoma. Your 2022-2023 OSAG renewal quote is as follows:

2022-2023 OSAG Premium <i>BEFORE</i> Discounts:	\$11,488.00
Membership Dividend/Scheduled Credits for 2022-2023:	\$3,892.00
<i>Total 2022-2023 OSAG Workers' Compensation Renewal Premium Minus Dividend/Credits:</i>	<u>\$7,596.00</u>

**Your OSAG policy also contains Employers' Liability Limits of \$1,000,000/\$1,000,000/\$1,000,000*

Active membership in the Oklahoma School Assurance Group provides an array of benefits for your district, including continued membership *performance dividend awards*. The following example reflects the **current and potential** dividend awards for Sterling School District **if** membership remains active, and district loss records qualify:

2023-2024 Possible Membership Dividend	\$4,086
2024-2025 Possible Membership Dividend	\$3,250
2025-2026 Possible Membership Dividend	\$3,510
<i>Total Possible Future Membership Dividend:</i>	<u>\$10,846</u>

About the OSAG Proposal:

*The Membership Dividend is the maximum amount that may be awarded to an active member as a performance dividend. This figure is based on individual district loss performance.

*All members that renew with OSAG have a *Membership Dividend* associated with active membership. ***In order to receive the Membership Dividend, a member must be active with paid premium for the 2022-2023 policy year.***

****A second shared \$250,000 Safety Equipment Grant was awarded to all members in 2021-2022. This grant is expected to continue as an OSAG membership benefit in the future.***

P.O. Box 18858, Oklahoma City, Oklahoma 73154
Ph: 800-699-5905 Fx: 405-842-0051 www.okschoolassurancegroup.org

Proposed pay increases for 22-23

Trent Parrish \$1000 Special Education Director, \$1000 Title I Director

\$2000 increase without impacting our General Fund, all from Federal Funds

Support 3% approximately = \$10,000 \$500 each would be about the same cost

Four years without a raise.

Comparison: Pay range for paraprofessionals - \$9.74 base to 10.75 an hour with a teaching certificate

Elgin pays all \$16.04/hr. Fletcher pays base of \$10.00/hr. and then on step raises

Elementary Secretary Pay

Now is \$11.30 an hour - need to increase to \$13.00, would be \$2,200.00 increase for the year

HS secretary is at \$14.92 This raise will be in place of the support raise.

FY 23 CERTIFIED SALARY SCHEDULE

No change

<u>YEAR OF EXPERIENCE</u>	<u>BACHELOR'S DEGREE</u>	<u>MASTER'S DEGREE</u>	<u>DOCTORATE DEGREE</u>
0	37821	39211	40601
1	38255	39645	41035
2	38689	40079	41469
3	39124	40514	41904
4	39558	40948	42338
5	40030	41420	42810
6	40493	41883	43274
7	40957	42347	43737
8	41420	42810	44200
9	41883	43274	44664
10	42904	44788	47165
11	43397	45281	47658
12	43890	45774	48151
13	44382	46267	48644
14	44875	46759	49136
15	45387	47272	49650
16	45880	47765	50143
17	46373	48258	50636
18	46866	48751	51129
19	47359	49244	51622
20	47872	49758	52137
21	48365	50251	52630
22	48859	50744	53123
23	49352	51238	53617
24	49845	51731	54110
25	51269	53191	55615
26	51669	53991	56015
27	52069	54791	56415
28	52469	55591	56815
29	52869	56391	57215
30	53269	57191	57615

FY 23 EXTRA DUTY SALARY SCHEDULE

Current

TASHA GARRETT	TITLE VII INDIAN EDUCATION SPONSOR	\$1,000.00
TASHA GARRETT	GIFTED & TALENTED SPONSOR	\$400.00
TASHA GARRETT	COUNSELOR	\$2,500.00
TASHA GARRETT	STUDENT COUNCIL SPONSOR	\$500.00
TASHA GARRETT	ICAP	\$1,000.00
	ELEMENTARY ACADEMIC COACH	\$500.00
JESSICA SMART	HS ACADEMIC COACH	\$1,000.00
JESSICA SMART	JH ACADEMIC COACH	\$500.00
	HIGH SCHOOL CHEER SPONSOR	\$1,000.00
	JH CHEER SPONSOR	\$500.00
DANNY SMART	YEARBOOK SPONSOR	\$1,500.00
RONITA BRIDGES	SENIOR SPONSOR	\$750.00
JESSICA SMART	SENIOR SPONSOR	\$750.00
	JUNIOR SPONSOR	\$1,500.00
	JUNIOR SPONSOR	\$1,500.00
	LIBRARY DIRECTOR	\$500.00
KIEL ROWAN	VO-AG / 4-H SPONSOR	\$8,000.00
LORI KING	WEB DESIGNER/TECHNOLOGY	\$1,750.00
TRENT PARRISH	SPECIAL EDUCATION DIRECTOR	\$2,500.00
TRENT PARRISH	TITLE 1 DIRECTOR	\$1,000.00
RONITA BRIDGES	CHILD NUTRITION CUSTODIAN	\$4,000.00
LORI KING	ENCUMBRANCE CLERK	\$2,500.00
	CERTIFIED TUTOR	\$20.00 / HR
	NON-CERTIFIED TUTOR	\$9.00 HR.
	DRIVERS EDUCATION	\$135.00 PER STUDENT
	CERTIFIED SUBSTITUTE	\$65.00 / DAY
	NON-CERTIFIED SUBSTITUTE	\$60.00 / DAY
	HOMEBOUND TEACHER	\$20.00 HR.

FY 23 EXTRA DUTY SALARY SCHEDULE * *Proposed*

TASHA GARRETT	TITLE VII INDIAN EDUCATION SPONSOR	\$1,000.00
TASHA GARRETT	GIFTED & TALENTED SPONSOR	\$400.00
TASHA GARRETT	COUNSELOR	\$2,500.00
TASHA GARRETT	STUDENT COUNCIL SPONSOR	\$500.00
TASHA GARRETT	ICAP	\$1,000.00
	ELEMENTARY ACADEMIC COACH	\$500.00
JESSICA SMART	HS ACADEMIC COACH	\$1,000.00
JESSICA SMART	JH ACADEMIC COACH	\$500.00
	HIGH SCHOOL CHEER SPONSOR	\$1,000.00
	JH CHEER SPONSOR	\$500.00
DANNY SMART	YEARBOOK SPONSOR	\$1,500.00
RONITA BRIDGES	SENIOR SPONSOR	\$750.00
JESSICA SMART	SENIOR SPONSOR	\$750.00
	JUNIOR SPONSOR	\$1,500.00
	JUNIOR SPONSOR	\$1,500.00
	LIBRARY DIRECTOR	\$500.00
KIEL ROWAN	VO-AG / 4-H SPONSOR	\$8,000.00
LORI KING	WEB DESIGNER/TECHNOLOGY	\$1,750.00
TRENT PARRISH	SPECIAL EDUCATION DIRECTOR	\$3,500.00
TRENT PARRISH	TITLE 1 DIRECTOR	\$2,000.00
RONITA BRIDGES	CHILD NUTRITION CUSTODIAN	\$4,000.00
LORI KING	ENCUMBRANCE CLERK	\$2,500.00

* ↑ \$1000
* ↑ \$1000

CERTIFIED TUTOR	\$20.00 / HR
NON-CERTIFIED TUTOR	\$9.00 HR.
DRIVERS EDUCATION	\$135.00 PER STUDENT
CERTIFIED SUBSTITUTE	\$65.00 / DAY
NON-CERTIFIED SUBSTITUTE	\$60.00 / DAY
HOMEBOUND TEACHER	\$20.00 HR.

**FY 23 EXTRA DUTY SALARY SCHEDULE
ATHLETICS**

No change

HIGH SCHOOL BOYS BASKETBALL	\$5,000.00
HIGH SCHOOL GIRLS BASKETBALL	\$5,000.00
JR HIGH BOYS BASKETBALL	\$2,500.00
JR HIGH GIRLS BASKETBALL	\$2,500.00
ELEMENTARY BOYS BASKETBALL	\$1,000.00
ELEMENTARY GIRLS BASKETBALL	\$1,000.00
HIGH SCHOOL FALL BASEBALL	\$3,500.00
HIGH SCHOOL SPRING BASEBALL	\$3,500.00
HIGH SCHOOL FASTPITCH SOFTBALL	\$3,500.00
HIGH SCHOOL SLOW PITCH SOFTBALL	\$2,500.00
JR HIGH FALL BASEBALL	\$1,500.00
JR HIGH SPRING BASEBALL	\$1,500.00
JR HIGH FASTPITCH SOFTBALL	\$1,500.00
JR HIGH SLOW PITCH SOFTBALL	\$1,500.00
HS TRACK	\$1,000.00
HS GOLF	\$500.00
ATHLETIC DIRECTOR	\$1,500.00
BASEBALL FIELD MAINTENANCE	\$1,000.00
SOFTBALL FIELD MAINTENANCE	\$1,000.00
GATE KEEPER	\$25.00 / NIGHT

Current

FY 23 SUPPORT SALARY SCHEDULE

SHEILA BARTLETT	CUSTODIAN	11.82 HR
TAMRA BARTLETT	HEAD COOK	10.58 HR
TISHA BREAK	H.S SECRETARY	14.82 HR
RONITA BRIDGES	SUPT SEC/BUS MGR/ TREASURER BOARD MINUTES CLERK	27.77 HR
LISA BYRD	MAINTENANCE	8.66 HR
GEORGIA CROKE	TEACHER ASSISTANT	10.75 HR
ANNA CURRY	TEACHER ASSISTANT	9.74 HR
ELIZABETH DAVIS	TEACHERS ASSISTANT	9.84 HR
CHRISTY DODSON	CAFETERIA MANAGER	14.35 HR
ALISHA ESTRADA	TEACHER ASSISTANT	9.74 HR
ASHLEY HALE	TEACHER ASSISTANT	9.93 HR
	LIBRARY ASSISTANT	9.93 HR
TIFFANY JOHLE	ELEM SECRETARY	11.30 HR
LORI KING	COMPUTER TECH / ACTIVITY FUND CUST.	18.62 HR
AUTUMN LEE-SHADY	TEACHER ASSISTANT	9.74 HR
KIM MOORE	COOK	9.93 HR
LISA PAWLOWSKI	TEACHER ASSISTANT	9.84 HR
MARCELLA PUCCIO	COOK	9.74 HR
CARRIE REPACI	READING SPECIALIST	13.00 HR
DANNY SMART	TITLE 1	11.00 HR
RHONDA TEHAUNO	CUSTODIAN	10.00 HR
	SUMMER MAINTENANCE HIRE (ADULT)	10.00 HR
	SUMMER MAINTENANCE HIRE (STUDENT)	8.25 HR
	REGULAR BUS ROUTE	\$60.00 ROUTE
	HALF REGULAR BUS ROUTE	\$30.00 HALF ROUTE
	VO-TECH BUS ROUTE	\$39.92 RTE
	ACTIVITY BUS DRIVER	10.00 HR
	SUBSTITUTE CAFETERIA WORKERS	8.25 HR
	SUBSTITUTE TEACHER ASSISTANT	9.00 HR

proposed

FY 23 SUPPORT SALARY SCHEDULE

		<u>CURRENT</u>	<u>3%</u>	
SHEILA BARTLETT	CUSTODIAN	11.82 HR	12.18	
TAMRA BARTLETT	HEAD COOK	10.58 HR	10.90	
TISHA BREAK	H.S SECRETARY	14.82 HR	15.27	
RONITA BRIDGES	SUPT SEC/BUS MGR/ TREASURER BOARD MINUTES CLERK	27.77 HR	27.77	* NO CHANGE
LISA BYRD	MAINTENANCE	8.66 HR	8.92	
CHRISTY DODSON	CAFETERIA MANAGER	14.35 HR	14.78	
GEORGIA CROKE	TEACHER ASSISTANT	10.75 HR	11.08	
ANNA CURRY	TEACHER ASSISTANT	9.74 HR	10.04	
ELIZABETH DAVIS	TEACHERS ASSISTANT	9.84 HR	10.14	
ALISHA ESTRADA	TEACHERS ASSISTANT	9.74 HR	10.04	
ASHLEY HALE	TEACHER ASSISTANT	9.93 HR	10.23	
TIFFANY JOHLE	ELEM SECRETARY *****	11.30 HR	13.00	* BIGGER INCREASE
LORI KING	COMPUTER TECH / ACT FUND CUST.	18.62 HR	19.18	
AUTUMN LEE SHADY	TEACHERS ASSISTANT	9.74 HR	10.04	
KIM MOORE	COOK	9.93 HR	10.23	
LISA PAWLOWSKI	TEACHER ASSISTANT *****	11.30 HR	10.14	
MARCELLA PUCCIO	COOK	9.74 HR	10.04	
CARRIE REPACI	READING SPECIALIST	13.00 HR	13.39	
DANNY SMART	TITLE 1	11.00 HR	11.33	
RHONDA TEHAUNO	CUSTODIAN	10.00 HR	10.30	

Wilson Testing Service

Psychoeducational Testing
Individual Therapy

Mental Health Evaluations
Psychometric Evaluations

12152 St. Hwy 9
Fort Cobb, OK 73038
renee_wlsn@yahoo.com
405-668-0457

2022-23 PRICE LIST

WJ Cognitive and Achievement Testing:	\$500.00
Oral Language Included	\$100.00
Dyslexia Screening (WJ components+GORT-5+CTOPP-2)	\$300.00
ADHD or Sensory Profile:	\$200.00
ADHD with Cognitive and Achievement Testing:	ADD \$200.00 to full battery
Emotional Disturbance Testing:	ADD \$200.00 to full battery
Autism Assessment:	\$900.00

In person assessment will be done by Renee or Christian. Psychological testing can be completed by rating scales. Michael will sign off on psychoeducational testing. If in person evaluations are needed, Jose' Hernandez can be contacted as he is going to provide contract services in central Oklahoma schools. When available, he reports that he would be willing to complete assessments on an as needed basis.

MEEGS, Reports, and Mileage for first attempt meetings are complimentary and are included in pricing. Prices listed are for the testing time and assessment forms only. Payments for testing are due within 33 days of testing.

If travel for a second MEEGS is necessary, then a charge of \$50.00 for second attempt meetings may be charged. This fee will not be charged if the meeting is scheduled with testing, other services or the meeting is held over the phone.

Make all checks payable to Wilson Testing Services.

Looking forward to serving you in the upcoming testing year!

Renee Wilson, M.Ed., CP

Michael Wilson, M.Ed., CP, CSP, LPC

Christian Callaway, M. Ed., CP

5-5-22

BEAZLEY – CYBER RISK MANAGEMENT & E-LEARNING ONLINE RESOURCE INFORMATION:

Beazley is encouraging clients to utilize the Online Platform i.e., podcasts, Beazley Breach Response Portal, Recording of Alex Ricardo on the Ransomware Topic outlined below.

Below are the links:

Episode 1: Ransomware strikes:

https://www.beazley.com/beazley_academy/ctrl_alt_breach_intro_to_ransomware_x33778.html

Episode 2: Ransomware containment:

https://www.beazley.com/beazley_academy/ctrlaltrbreach_ransomware_containment.html

Episode 3: RDP and RDG vulnerabilities:

https://www.beazley.com/beazley_academy/ctrlaltrbreach_rdp_rdg_vulnerabilities.html

Episode 4: Backups: https://www.beazley.com/beazley_academy/ctrlaltrbreach_backups.html

Presentation on ransomware from Alex Ricardo of Beazley:

<https://player.vimeo.com/video/501000685>

Presentation (recording in link and attachments) -

<https://sendit.alliant.com/download/default.aspx?ID=9MTwpuoxl064QEPJRm0dcSzabfLA-L1KjBtFvxJQSU> describes the business interruption process on the claims side. It was recorded specifically for Public Entities.

Please see the following regarding access for clients to the Beazley risk management portal, the e-learning site.

We encourage all our clients to access the Beazley Breach Solutions Risk Management Portal, located at www.beazleybreachsolutions.com. The Portal contains a lot of useful cyber information for all our clients, including information on best practices, cyber trainings, pre-breach service, and much more. APIP cyber members are eligible for access to the Risk Management Portal and e-learning site. We strongly encourage them to take advantage of its resources. **Please let us know the name and the work email address for your designated site administrator for e-learning and we will request that Alliant get you connected to the site.** We recommend at least one risk management contact from each member organization be connected with the risk management portal, and that they designate themselves as site administrator of the e-learning site. The site administrator can assign lessons to colleagues and track completion.

Finally, you are eligible for access to Beazley's cyber e-learning site, elearning.beazleybreachsolutions.com. This site has interactive learning modules, intended to help users become more aware of things they as individuals can do to help improve their organization's cybersecurity. Visit the site and register using the code **70164-FWQ2**. While we encourage our colleagues to access both the risk management portal and the e-learning site, portal access is not necessary for access to the e-learning site.



Revised

June 01, 2022

Board of Directors

Terry Davidson,
Chairman
Finance Director:
Comanche Schools

Kent Lemons
Sterling Public Schools
P O Box 158
Sterling, OK 73567

Dr. John Cox,
Treasurer
Superintendent:
Peggs Schools

RE: Membership Proposal Effective 7/1/2022

Dear Kent Lemons:

Sherry Durkee
Secretary
Superintendent:
Sand Springs
Schools

We are very pleased to provide you with the attached proposal for insurance coverages with Oklahoma Schools Insurance Group (OSIG).

Brad Overton,
Member
Superintendent:
Cordell Schools

OSIG is not a conventional insurance program. We are a public entity in the state of Oklahoma formed by an Interlocal Agreement and made up of member public school districts. Our organization is non-profit, member owned, and controlled by a board of your peers. Our sole mission is to serve our member schools. Our promise is to provide quality insurance coverage and superior service at stable pricing. We are pleased that 536 school districts are members of OSIG. Our membership is strong and committed.

Randy Hughes,
Member
Superintendent:
McAlester Schools

OSIG's financial position is excellent. No other Oklahoma school insurance program can provide you with this security. Our organization is continuously growing, improving and looking for new ways to serve Oklahoma schools. The group purchasing power of OSIG and a non-profit structure provides competitive insurance rates even in tough financial times.

Shelley Free
Member
Superintendent:
Kiamichi Technology
Center

Included in this proposal is information on OSIG's financial condition and summaries of enhanced coverages that only OSIG provides.

For the 2022-2023 plan year, we are requiring the resolution to be signed by the member's Board of Education and returned to OSIG before close of business June 30, 2022 in order to bind coverage effective 07/01/2022.

Executive Director

David Martin

Loss control, risk management services, and specialized insurance coverages included in OSIG program are:

- Enhanced Property and Liability Coverage
- Cyber Liability, Crime, Pollution, School Violent Acts Protection
- Online Training in many different areas for your school employees
- Loss Control Site Surveys / Safety Inspections
- Member Only Risk Management Library at www.osig.org
- StopIt Anonymous Incident Reporting Mobile App & Web App

If you have any questions about the insurance procurement process or this proposal, please contact your local agent or any member of the OSIG administration team. Contact names and phone numbers are included in the proposal.

Sincerely,

OSIG Program Administration

Cc: Insurica



Revised

**Sterling Public Schools
P O Box 158
Sterling, OK 73567**

This is not an invoice.

Breakdown of Insurance Cost

Annual Premium Breakdown

Property:	\$123,248
Boiler & Machinery:	\$660
Auto Physical Dmg:	\$5,175
General Liability:	\$2,694
Auto Liability:	\$3,594
Educators Legal:	\$2,695
Excess Liability:	\$548
Total Annual:	\$138,614

A 25% minimum earned premium applies.

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Total Values		\$0	\$0	\$0	\$0	\$20,996,387
Premium						\$217,342
Distribution						

Number of Claims:	Insurance Cost Paid to OSIG (incl Endts):	Incurred Claims:	Loss Ratio:
0	\$216,985		

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses for your students and community will result in savings in the cost of your insurance.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. **A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available.** A three (3) payment plan option is available.

- Installment #1 1/3 of total due 7/1/22
- Installment #2 1/3 of total due 8/1/22
- Installment #3 1/3 of total due 9/1/22

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061



Revised Coverages

OSIG provides a full range of property and liability coverages with the exception of workers compensation. Crime and Cyber Liability coverages are included in pool limits.

Property

- Full Replacement Cost - Except Roofs over 15 years old and Autos, Contractors Equipment & Debris Removal Only adjusted at ACV
- No Coinsurance Clause
- Exclusion - Cosmetic loss to metal roof coverings caused by hail
- Real And Personal Property- Limit Per Occurrence \$700,000,000
- Building - Margin Clause 125% of scheduled limits per statement of value
- Business Personal Property - blanket coverage per statement of values including:
 - Electronic Data Processing Equipment, and Media
 - Accounts Receivable
 - Valuable Papers
 - Fine Arts
 - Miscellaneous Property
 - Miscellaneous Unnamed / Undescribed Property
 - Builder's Risk
 - *Note All Builder's Risk projects must be reported to OSIG - Frame projects are subject to approval
 - Outdoor Property - covered all perils
 - Extra Expense
 - Business Income including Rental Income and Tuition Income
 - Ordinance or Law including Increased Cost of Construction and Demolition
 - Contractor's Equipment Coverage
 - Debris Removal Coverage
 - Covered Property In Transit
 - Personal Property of Others/Officers/Employees
 - Off Premises Services Interruption including Extra Expense
 - Vehicle Damage
- Newly Acquired Property Coverage - 120 days \$25,000,000
- Earthquake, Volcanic Eruption- Aggregate Any One Policy Year \$10,000,000
- Flood- Aggregate Any One Policy Year \$25,000,000
 - *Note Flood Zones A and V are excluded
- Terrorism \$500,000,000
- Pollution Liability included
- Boiler And Machinery Coverage- Any One Occurrence \$200,000,000

Please refer to the attached property and automobile schedules for your school district's limits of insurance for Building, Contents, Extra Expense, Miscellaneous Property, EDP, Earthquake, Flood and Automobile Physical Damage coverage.

Deductibles Optional increased deductible quotations are available upon request.

- \$10,000 Property Deductible Per Occurrence
- \$15,000 Property Deductible Per Occurrence- Windstorm / Hail
- \$1,000 Boiler / Machinery Deductible per Occurrence
- \$10,000 Terrorism Deductible Per Occurrence
- \$50,000 Flood, Earthquake and Pollution

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061

Revised

General Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury, Property Damage And Personal / Advertising Injury
- Premises / Operations And Products / Completed Operations
- Miscellaneous Medical Professional to Include School Nurses, Student Nurses, Counselors and Allied Health Programs
- Insureds Include District, Board Members, Employees, Student Teachers, And Volunteers
- No Exclusions for Corporal Punishment or Sexual Misconduct
- No Deductible
- PTA/PTO's included for coverage if funds flow through school's books.

School Board Legal Liability

- Claims-Made Form
- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Errors And Omissions Liability including Educational Errors And Omissions
- Employment Practices Liability
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- *Unlimited Prior Acts / No retroactive date included
- \$25,000 legal costs for IEP administrative hearings
- \$2,500 Deductible
- *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Employee Benefit Liability

- Claims Made Form
- Unlimited Prior Acts / No retroactive date included
- *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Automobile Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury And Property Damage
- Includes Hired and Non-Owned Exposures
- Includes Uninsured and Underinsured Motorists (Oklahoma Minimum Limits)
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- Coverage included for garage liability and garage keepers legal liability.
- \$1,000 Auto Property Damage Deductible
- No charge for vehicles added/deleted during the policy term. Vehicle changes must be reported to OSIG.

Automobile Physical Damage

- Actual Cash Value
- \$1,000 Deductible
- Vehicle additions / deletions / changes must be reported to OSIG
- No charge for vehicles added/deleted during the policy term.
- Please refer to the attached schedule of vehicles.

Revised

Crime

- \$10,000 Limit Per Occurrence / Per District
- Employee Dishonesty
- Premises Money And Securities
- Transit Money And Securities
- \$1,000 Deductible

Cyber Liability

- Claims-Made Form
- Retro date - first effective date with OSIG
- Liability
 - \$2,000,000 Annual Aggregate Limit for Information Data and Network Liability
 - \$2,000,000 Annual Aggregate for Regulatory Defense and Penalties
 - \$2,000,000 Annual Aggregate for Payment Card Liability and Costs
 - \$2,000,000 Annual Aggregate for Media Liability
- Breach Response Cost
 - \$500,000 Annual Aggregate for Breach Response Cost
- First Party
 - \$750,000 Annual Aggregate for Cyber Extortion Loss
 - \$750,000 Annual Aggregate for Data Recovery Costs
 - \$750,000 Annual Aggregate for Business Interruption Resulting in Security Breach
 - \$500,000 Annual Aggregate for Business Interruption Resulting in System Failure
 - \$750,000 Annual Aggregate for Dependent Business Interruption Resulting in Security Breach
 - \$100,000 Annual Aggregate for Dependent Business Interruption Resulting in System Failure
- eCRIME
 - \$75,000 Annual Aggregate for Fraudulent Instruction
 - \$75,000 Annual Aggregate for Transfer Fraud
 - \$75,000 Annual Aggregate for Fraud
- Coverage Endorsements
 - \$100,000 Annual Aggregate for Reputation Loss
 - \$50,000 Annual Aggregate for Claims Preparation Costs for Reputation Loss Claims Only
 - \$100,000 Annual Aggregate for Computer Hardware Replacement Costs
 - \$100,000 Annual Aggregate for Invoice Manipulation
 - \$25,000 Annual Aggregate for Cryptojacking
- \$10,000 Deductible

School Violent Acts Protection

- \$25,000 Each Occurrence Limit
- \$250,000 Aggregate Limit (all members, all claims)
- No Deductible
- \$25,000 Property/Safety Improvements following School Violent Act
- Must notify OSIG within 10 days of receiving notice of a School Violent Act

Excess Liability

- Excess Primary Limits \$1,000,000
- Follow Form Underlying - Excluding Employers Liability

Note: Per Occurrence Limits are shared limits except as otherwise indicated.

Property Schedule

Report Printed: 06/01/2022 11:25 pm

Sterling Public Schools

Location	Occupied As	Bldg Value	Contents Val
400 S 2nd /400 S Ti	(2) Awnings	\$15,754	\$0
400 S 2nd /400 S Ti	(2) Batting Cages @ Baseball Field	\$9,301	\$0
400 S 2nd /400 S Ti	(2) Dugouts @ BB Field	\$13,700	\$0
400 S 2nd /400 S Ti	(2) Scoreboards in Gymnasiums	\$21,000	\$0
400 S 2nd /400 S Ti	(8) Poles & Lights @ BB Field	\$54,801	\$0
400 S 2nd /400 S Ti	Auditorium	\$1,464,375	\$234,300
400 S 2nd /400 S Ti	Bleachers @ BB Field	\$13,700	\$0
400 S 2nd /400 S Ti	Bus Repair Building	\$96,390	\$17,636
400 S 2nd /400 S Ti	Cafeteria with Cooler/2 Walk In Freezers	\$702,906	\$112,464
400 S 2nd /400 S Ti	Concession/Storage Bldg @ BB Field	\$19,278	\$1,726
400 S 2nd /400 S Ti	District Marquee Sign	\$6,166	\$0
400 S 2nd /400 S Ti	Elementary Annex	\$2,002,536	\$260,330
400 S 2nd /400 S Ti	Elementary Gym & Lockers	\$2,713,359	\$352,737
400 S 2nd /400 S Ti	Elementary/Jr High/High School Building	\$5,263,170	\$842,107
400 S 2nd /400 S Ti	Fence Around Playground & School	\$31,500	\$0
400 S 2nd /400 S Ti	Fence Around Pool	\$7,350	\$0
400 S 2nd /400 S Ti	Fencing/Backstops @ BB Field	\$27,401	\$0
400 S 2nd /400 S Ti	Flagpole	\$5,480	\$0
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400 S 2nd /400 S Ti	High School Gym/Weight & Dressing Room	\$2,136,307	\$341,810
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Ike Williams Park, S	(8) Poles & Lights @ SB Field	\$54,801	\$0
		<u>\$17,431,402</u>	<u>\$2,511,634</u>

Floater Limit	<u>\$150,000</u>	Auto Values:	<u>\$884,520</u>
EDP Limit	<u>\$468,500</u>	Total Values:	<u>\$21,946,056</u>
Extra Expense Limit	<u>\$500,000</u>		

Auto Schedule

Report Printed: 06/01/2022 11:25 pm

Sterling Public Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
1	2000	International	Bus	65	87798	\$31,000
2	2005	Bluebird	Bus	71	27151	\$47,000
3	1989	Jackson	Trailer		33554	\$2,000
4	1996	VW	Trailer		25592	\$2,500
5	2001	Jackson	Trailer		123	\$650
6	2004	Featherlist	Hog Trailer		9641	\$8,300
7	2007	Bluebird	Bus		4257	\$58,000
8	2007	Carryon	Cargo Trailer		6237	\$3,300
9	2009	Bluebird	Bus	65	56713	\$70,137
10	2012	Ford	Fusion		32165	\$18,500
11	2012	International	Bus	71	72208	\$90,000
12	2012	International	Bus	71	82308	\$90,000
13	2012	Ford	F350 Truck		25873	\$35,000
14	2011	Chevrolet	Suburban		58967	\$30,650
15	2000	International	Carpenter Bus	72	87849	\$25,000
16	2015	Chevrolet	Suburban		2160	\$36,300
17	2016	Ford	Escape		453	\$19,900
18	2017	International	Bus	65	68896	\$87,479
19	2017	International	Bus	65	68894	\$85,529
20	2018	Ford	Escape		38642	\$19,510
21	2020	International	Carpenter Bus	65	41097	\$87,765
22	2017	Cimarron	Showstar Trailer			\$36,000

Total Value of All Autos for Sterling Public Schools: **\$884,520**

Overview

Background

The Oklahoma Schools Insurance Group (OSIG) is a public entity of the State of Oklahoma, formed as an Interlocal Agreement in accordance with 74 O.S. 1004(f), for the purpose of joining together a group of Oklahoma public school districts. OSIG will allow member districts to more efficiently and more economically obtain and manage their insurance programs.

OSIG obtained approval to operate from the Oklahoma Attorney General on June 28, 2001. Effective July 1, 2002, OSIG began full operation by providing its member districts with broad insurance coverage through "A" rated insurance carriers and professional risk management services. Over the past 18 years, OSIG's membership has grown to 536 and the program insures more than \$20 Billion in school property across Oklahoma.

Structure

OSIG is a **non-profit, member-owned**, public entity program whose management is completely controlled by a Board of your peers.

"The mission of Oklahoma Schools Insurance Group (OSIG) is to provide quality, cost effective risk management products and services to member schools".

The group purchases insurance and reinsurance from "A" rated carriers. OSIG's insurance providers are long term partners and committed to OSIG and Oklahoma schools.

OSIG has contracted with Arthur J. Gallagher & Company in Tulsa to administer the program. Gallagher is one of the largest insurance brokers in the world and manages programs similar to OSIG across the country.

It is important to know that the insurance coverage provided by OSIG was specifically tailored to meet the needs of Oklahoma schools. The coverage is what you need to protect your schools' property, your students, and patrons.

The strength of the liability portion of OSIG's offering is also important during these tough times. The program is backed by the foremost specialist in school liability insurance in the country. United Educators Insurance Company is second to none.

Losses are a part of life. Only OSIG has the collective strength and staying power to provide the protections you need. By remaining together as a group, OSIG will be able to continue to provide you with the quality, fair-priced insurance and risk management services you need to protect your schools' assets, your board, your staff and most importantly your children.

Financial Strength

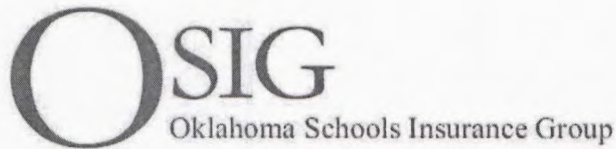
OSIG is financially strong and we have the funds (cash) we need to pay your claims. OSIG has returned more than \$9 million to our members over the years as distributions. Surplus at year ended 6/30/21 was more than \$13.9 million and our assets were more than \$34 million.

We believe in complete transparency. We submit to an annual financial audit each year end and share the operating results at our annual members meeting held each year.

The financial condition of an insurance group should be of utmost importance to you when choosing an insurance partner for your district. If your insurer can't pay their claims, then the policy is a worthless stack of paper.

<i>Statement of Net Assets</i>	
<i>As of 6/30/21</i>	
Cash	\$ 15,215,888
Other Assets	\$ 18,794,907
Total Assets	\$ 34,010,795
Total Liabilities	\$ 20,101,976
Total Net Assets/Surplus	\$ 13,908,819

We urge you to obtain and review audited financial statements from every insurance provider that may offer your school district a quote. Financial statements are required by law and can be obtained at www.ok.gov/oid. Click on Interlocals under the Quick Links section of the home page. Your school's auditor can help in analyzing the statements.



Revised

Important Plan Information

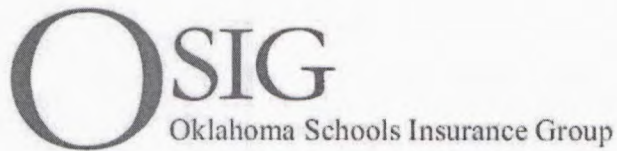
It is important to understand that OSIG is not an insurance company, but rather a non-profit, cooperative risk management program owned and directed by Oklahoma Schools. Its mission is to reduce insurance costs and stabilize rates by aggregating purchasing power with an intense focus on controlling member losses. When losses are controlled, OSIG's member schools retain the underwriting profit and investment income thereby increasing fund reserves for future years. OSIG purchases per occurrence and liability aggregate protection for its member schools. The per occurrence insurance protects member schools up to \$700,000,000 for property losses and \$1,000,000 for liability claims in each and every occurrence subject to a \$10M annual aggregate limit. The aggregate insurance protection is purchased in the unlikely event that sum total of all OSIG losses are significantly more than actuarially projected. Additional excess liability limits are available for members requiring higher limits.

This proposal is an outline of the coverages proposed by insurers based on the information provided by your school district. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. Please refer to the plan document for the details.

Actuarial Review

An independent actuary has been retained by OSIG to make projections as to anticipated claims and losses the program should expect on an annual basis. The OSIG actuary has relied on the historical loss experience and exposures provided to OSIG by the member school districts to make projections of OSIG's expected losses. OSIG adequately funds to, or in excess of, the expected loss projections through member contributions (insurance cost) and our own surplus.

Membership contributions are used to buy insurance, pay administrative expenses, and fund for members' claims. Similar successful programs throughout the country for schools and municipalities are protected using the same insurance structure as OSIG has deployed. As with any insurance mechanism, OSIG does not guarantee full funding in the event unimaginable losses would materialize that are many times greater than what is indicated by past history. The OSIG board is charged with developing a plan to address under funding in this unlikely event.



Revised

Procedure to Renew Coverage

Notify your agent of your acceptance of this insurance renewal proposal. Your agent will advise the OSIG administrative staff in writing that you wish to renew the insurance coverage.

The signed Resolution by the member's Board of Education and return to OSIG in order to bind coverage effective 07/01/2022.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available. A three (3) payment plan option is available.

Installment #1	1/3 of total	due 7/1/22
Installment #2	1/3 of total	due 8/1/22
Installment #3	1/3 of total	due 9/1/22

A 25% minimum earned premium applies.

Risk Management And Loss Control Tools

Loss Control Site Consultation

StopIt Anonymous Incident Reporting Mobile App & Web App

Risk Management focused website www.osig.org

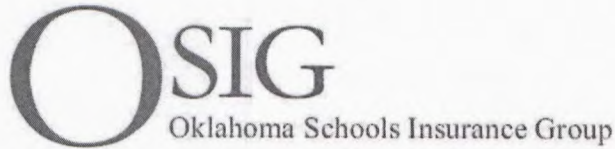
Examples of Online training:

Free of charge to all members of OSIG

Online 24/7 access to training

Training modules include:

- Promoting Child Safe Environments - two training platforms
(Fulfills legislative mandate for child abuse awareness training)
- Workplace Harassment Prevention
- Short Term International Programs
- Teaching Science Safely
- Contracting and Risk Allocation
- Driver Safety
- Youth Athletics
- Crisis Response Planning



Revised

Contacts For Questions

Coverage Questions

Your Local Agent or:

Jennifer McKenzie
Arthur J. Gallagher Risk Management Services Inc. - Tulsa
5314 S Yale Avenue, Suite 900
Tulsa, OK 74135
Phone: 918-764-7137
Toll-Free: 866-444-0061
Fax: 866-420-0695
Email: jennifer_mckenzie@ajg.com

Eastern Oklahoma Schools (East of I-35)

Guy Griggs
Keystone Insurance
11 East Broadway
Sand Springs, OK 74063
Phone: 918-245-2558
Fax: 918-245-8553
Email: guy.griggs@insurica.com

General Program Questions

David Martin
Executive Director
P O Box 3068
Tulsa, OK 74101
Phone: 918-688-1056
Fax: 866-420-0695

OSIG Board Members

Terry Davidson - Chairman	Comanche Schools	(580) 439-2900
Dr. John Cox - Treasurer	Peggs Schools	(918) 598-3412
Sherry Durkee - Secretary	Sand Springs Schools	(918) 246-1406
Randy Hughes - Member	McAlester Schools	(918) 423-4771
Brad Overton - Member	Cordell Schools	(580) 832-3220
Shelley Free - Member	Kiamichi Technology Center	(918) 465-2323

**Resolution of Sterling Public Schools to Join
Oklahoma Schools Insurance Group**

Whereas, Oklahoma Schools Insurance Group (“OSIG”) is an Oklahoma interlocal formed in accordance with Oklahoma law to enable Oklahoma School Districts to cooperate with each other to procure insurance services, benefits and insure against losses and possible liabilities in the most cost effective manner; and

Whereas, Sterling Public Schools is an Oklahoma public school district (“the District”); and

Whereas, OSIG has provided to the District a Plan Document which includes a quotation for certain insurance coverages for the 2022/2023 plan year; and

Whereas, the quotation is acceptable to the District;

Now, therefore be it resolved, that the District hereby joins OSIG as a Member;

Be it further resolved, that so long as the District remains as a Member, the District shall comply with OSIG’s bylaws, the Plan Document, and OSIG claim reporting procedures; and

Be it further resolved, that by the adoption and signing of this resolution, Sterling Public Schools understands and agrees that school district members are responsible for their own loss experience and will not be singly responsible for other members’ losses.

Date: _____

Sterling Public Schools

By: President, Board of Education

ATTEST:

Clerk, Board of Education



* Alternate Quote - Adding #225,000 Property
Adding Pool, Pool Concession and
(3) Freezers

Revised

June 01, 2022

Board of Directors

Terry Davidson,
Chairman
Finance Director:
Comanche Schools

Kent Lemons
Sterling Public Schools
P O Box 158
Sterling, OK 73567

Dr. John Cox,
Treasurer
Superintendent:
Peggs Schools

RE: Membership Proposal Effective 7/1/2022

Dear Kent Lemons:

Sherry Durkee
Secretary
Superintendent:
Sand Springs
Schools

We are very pleased to provide you with the attached proposal for insurance coverages with Oklahoma Schools Insurance Group (OSIG).

OSIG is not a conventional insurance program. We are a public entity in the state of Oklahoma formed by an Interlocal Agreement and made up of member public school districts. Our organization is non-profit, member owned, and controlled by a board of your peers. Our sole mission is to serve our member schools. Our promise is to provide quality insurance coverage and superior service at stable pricing. We are pleased that 536 school districts are members of OSIG. Our membership is strong and committed.

Brad Overton,
Member
Superintendent:
Cordell Schools

OSIG's financial position is excellent. No other Oklahoma school insurance program can provide you with this security. Our organization is continuously growing, improving and looking for new ways to serve Oklahoma schools. The group purchasing power of OSIG and a non-profit structure provides competitive insurance rates even in tough financial times.

Randy Hughes,
Member
Superintendent:
McAlester Schools

Included in this proposal is information on OSIG's financial condition and summaries of enhanced coverages that only OSIG provides.

Shelley Free
Member
Superintendent:
Kiamichi Technology
Center

For the 2022-2023 plan year, we are requiring the resolution to be signed by the member's Board of Education and returned to OSIG before close of business June 30, 2022 in order to bind coverage effective 07/01/2022.

Executive Director

David Martin

Loss control, risk management services, and specialized insurance coverages included in OSIG program are:

- Enhanced Property and Liability Coverage
- Cyber Liability, Crime, Pollution, School Violent Acts Protection
- Online Training in many different areas for your school employees
- Loss Control Site Surveys / Safety Inspections
- Member Only Risk Management Library at www.osig.org
- StopIt Anonymous Incident Reporting Mobile App & Web App

If you have any questions about the insurance procurement process or this proposal, please contact your local agent or any member of the OSIG administration team. Contact names and phone numbers are included in the proposal.

Sincerely,

OSIG Program Administration

Cc: Insurica

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 • Toll Free 866-444-0061



Revised

**Sterling Public Schools
P O Box 158
Sterling, OK 73567**

This is not an invoice.

Breakdown of Insurance Cost

Annual Premium Breakdown

Property:	\$124,554
Boiler & Machinery:	\$670
Auto Physical Dmg:	\$5,175
General Liability:	\$2,694
Auto Liability:	\$3,596
Educators Legal:	\$2,695
Excess Liability:	\$548
Total Annual:	\$139,932

A 25% minimum earned premium applies.

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Total Values		\$0	\$0	\$0	\$0	\$20,996,387
Premium						\$217,342
Distribution						

Number of Claims:	Insurance Cost Paid to OSIG (incl Endts):	Incurred Claims:	Loss Ratio:
0	\$216,985		

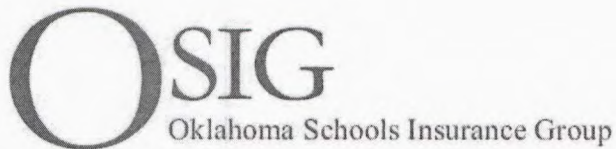
Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses for your students and community will result in savings in the cost of your insurance.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. **A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available.** A three (3) payment plan option is available.

- Installment #1 1/3 of total due 7/1/22
- Installment #2 1/3 of total due 8/1/22
- Installment #3 1/3 of total due 9/1/22

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061



Revised

Coverages

OSIG provides a full range of property and liability coverages with the exception of workers compensation. Crime and Cyber Liability coverages are included in pool limits.

Property

- Full Replacement Cost - Except Roofs over 15 years old and Autos, Contractors Equipment & Debris Removal Only adjusted at ACV
- No Coinsurance Clause
- Exclusion - Cosmetic loss to metal roof coverings caused by hail
- Real And Personal Property- Limit Per Occurrence \$700,000,000
- Building - Margin Clause 125% of scheduled limits per statement of value
- Business Personal Property - blanket coverage per statement of values
including:
 - Electronic Data Processing Equipment, and Media
 - Accounts Receivable
 - Valuable Papers
 - Fine Arts
 - Miscellaneous Property
 - Miscellaneous Unnamed / Undescribed Property
 - Builder's Risk
 - *Note All Builder's Risk projects must be reported to OSIG - Frame projects are subject to approval
 - Outdoor Property - covered all perils
 - Extra Expense
 - Business Income including Rental Income and Tuition Income
 - Ordinance or Law including Increased Cost of Construction and Demolition
 - Contractor's Equipment Coverage
 - Debris Removal Coverage
 - Covered Property In Transit
 - Personal Property of Others/Officers/Employees
 - Off Premises Services Interruption including Extra Expense
 - Vehicle Damage
- Newly Acquired Property Coverage - 120 days \$25,000,000
- Earthquake, Volcanic Eruption- Aggregate Any One Policy Year \$10,000,000
- Flood- Aggregate Any One Policy Year \$25,000,000
*Note Flood Zones A and V are excluded
- Terrorism \$500,000,000
- Pollution Liability included
- Boiler And Machinery Coverage- Any One Occurrence \$200,000,000

Please refer to the attached property and automobile schedules for your school district's limits of insurance for Building, Contents, Extra Expense, Miscellaneous Property, EDP, Earthquake, Flood and Automobile Physical Damage coverage.

Deductibles Optional increased deductible quotations are available upon request.

- \$10,000 Property Deductible Per Occurrence
- \$15,000 Property Deductible Per Occurrence- Windstorm / Hail
- \$1,000 Boiler / Machinery Deductible per Occurrence
- \$10,000 Terrorism Deductible Per Occurrence
- \$50,000 Flood, Earthquake and Pollution

Revised

General Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury, Property Damage And Personal / Advertising Injury
- Premises / Operations And Products / Completed Operations
- Miscellaneous Medical Professional to Include School Nurses, Student Nurses, Counselors and Allied Health Programs
- Insureds Include District, Board Members, Employees, Student Teachers, And Volunteers
- No Exclusions for Corporal Punishment or Sexual Misconduct
- No Deductible
- PTA/PTO's included for coverage if funds flow through school's books.

School Board Legal Liability

- Claims-Made Form
- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Errors And Omissions Liability including Educational Errors And Omissions
- Employment Practices Liability
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- *Unlimited Prior Acts / No retroactive date included
- \$25,000 legal costs for IEP administrative hearings
- \$2,500 Deductible
- *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Employee Benefit Liability

- Claims Made Form
- Unlimited Prior Acts / No retroactive date included
- *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Automobile Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury And Property Damage
- Includes Hired and Non-Owned Exposures
- Includes Uninsured and Underinsured Motorists (Oklahoma Minimum Limits)
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- Coverage included for garage liability and garage keepers legal liability.
- \$1,000 Auto Property Damage Deductible
- No charge for vehicles added/deleted during the policy term. Vehicle changes must be reported to OSIG.

Automobile Physical Damage

- Actual Cash Value
- \$1,000 Deductible
- Vehicle additions / deletions / changes must be reported to OSIG
- No charge for vehicles added/deleted during the policy term.
- Please refer to the attached schedule of vehicles.

Revised

Crime

- \$10,000 Limit Per Occurrence / Per District
- Employee Dishonesty
- Premises Money And Securities
- Transit Money And Securities
- \$1,000 Deductible

Cyber Liability

- Claims-Made Form
- Retro date - first effective date with OSIG
- Liability
 - \$2,000,000 Annual Aggregate Limit for Information Data and Network Liability
 - \$2,000,000 Annual Aggregate for Regulatory Defense and Penalties
 - \$2,000,000 Annual Aggregate for Payment Card Liability and Costs
 - \$2,000,000 Annual Aggregate for Media Liability
- Breach Response Cost
 - \$500,000 Annual Aggregate for Breach Response Cost
- First Party
 - \$750,000 Annual Aggregate for Cyber Extortion Loss
 - \$750,000 Annual Aggregate for Data Recovery Costs
 - \$750,000 Annual Aggregate for Business Interruption Resulting in Security Breach
 - \$500,000 Annual Aggregate for Business Interruption Resulting in System Failure
 - \$750,000 Annual Aggregate for Dependent Business Interruption Resulting in Security Breach
 - \$100,000 Annual Aggregate for Dependent Business Interruption Resulting in System Failure
- eCRIME
 - \$75,000 Annual Aggregate for Fraudulent Instruction
 - \$75,000 Annual Aggregate for Transfer Fraud
 - \$75,000 Annual Aggregate for Fraud
- Coverage Endorsements
 - \$100,000 Annual Aggregate for Reputation Loss
 - \$50,000 Annual Aggregate for Claims Preparation Costs for Reputation Loss Claims Only
 - \$100,000 Annual Aggregate for Computer Hardware Replacement Costs
 - \$100,000 Annual Aggregate for Invoice Manipulation
 - \$25,000 Annual Aggregate for Cryptojacking
- \$10,000 Deductible

School Violent Acts Protection

- \$25,000 Each Occurrence Limit
- \$250,000 Aggregate Limit (all members, all claims)
- No Deductible
- \$25,000 Property/Safety Improvements following School Violent Act
- Must notify OSIG within 10 days of receiving notice of a School Violent Act

Excess Liability

- Excess Primary Limits \$1,000,000
- Follow Form Underlying - Excluding Employers Liability

Note: Per Occurrence Limits are shared limits except as otherwise indicated.

Property Schedule

Report Printed: 06/01/2022 11:30 pm

Sterling Public Schools

Location	Occupied As	Bldg Value	Contents Val
400 S 2nd /400 S Ti	(2) Awnings	\$15,754	\$0
400 S 2nd /400 S Ti	(2) Batting Cages @ Baseball Field	\$9,301	\$0
400 S 2nd /400 S Ti	(2) Dugouts @ BB Field	\$13,700	\$0
400 S 2nd /400 S Ti	(2) Scoreboards in Gymnasiums	\$21,000	\$0
400 S 2nd /400 S Ti	(3) Walk In Freezers	\$60,000	\$0
400 S 2nd /400 S Ti	(8) Poles & Lights @ BB Field	\$54,801	\$0
400 S 2nd /400 S Ti	Auditorium	\$1,464,375	\$234,300
400 S 2nd /400 S Ti	Bleachers @ BB Field	\$13,700	\$0
400 S 2nd /400 S Ti	Bus Repair Building	\$96,390	\$17,636
400 S 2nd /400 S Ti	Cafeteria with Cooler/2 Walk In Freezers	\$702,906	\$112,464
400 S 2nd /400 S Ti	Concession/Storage Bldg @ BB Field	\$19,278	\$1,726
400 S 2nd /400 S Ti	District Marquee Sign	\$6,166	\$0
400 S 2nd /400 S Ti	Elementary Annex	\$2,002,536	\$260,330
400 S 2nd /400 S Ti	Elementary Gym & Lockers	\$2,713,359	\$352,737
400 S 2nd /400 S Ti	Elementary/Jr High/High School Building	\$5,263,170	\$842,107
400 S 2nd /400 S Ti	Fence Around Playground & School	\$31,500	\$0
400 S 2nd /400 S Ti	Fence Around Pool	\$7,350	\$0
400 S 2nd /400 S Ti	Fencing/Backstops @ BB Field	\$27,401	\$0
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		\$17,656,402	\$2,511,634

Floater Limit	<u>\$150,000</u>	Auto Values:	<u>\$884,520</u>
EDP Limit	<u>\$468,500</u>	Total Values:	<u>\$22,171,056</u>
Extra Expense Limit	<u>\$500,000</u>		

Auto Schedule

Report Printed: 06/01/2022 11:30 pm

Sterling Public Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
1	2000	International	Bus	65	87798	\$31,000
2	2005	Bluebird	Bus	71	27151	\$47,000
3	1989	Jackson	Trailer		33554	\$2,000
4	1996	VW	Trailer		25592	\$2,500
5	2001	Jackson	Trailer		123	\$650
6	2004	Featherlist	Hog Trailer		9641	\$8,300
7	2007	Bluebird	Bus		4257	\$58,000
8	2007	Carryon	Cargo Trailer		6237	\$3,300
9	2009	Bluebird	Bus	65	56713	\$70,137
10	2012	Ford	Fusion		32165	\$18,500
11	2012	International	Bus	71	72208	\$90,000
12	2012	International	Bus	71	82308	\$90,000
13	2012	Ford	F350 Truck		25873	\$35,000
14	2011	Chevrolet	Suburban		58967	\$30,650
15	2000	International	Carpenter Bus	72	87849	\$25,000
16	2015	Chevrolet	Suburban		2160	\$36,300
17	2016	Ford	Escape		453	\$19,900
18	2017	International	Bus	65	68896	\$87,479
19	2017	International	Bus	65	68894	\$85,529
20	2018	Ford	Escape		38642	\$19,510
21	2020	International	Carpenter Bus	65	41097	\$87,765
22	2017	Cimarron	Showstar Trailer			\$36,000

Total Value of All Autos for Sterling Public Schools: **\$884,520**

Overview

Background

The Oklahoma Schools Insurance Group (OSIG) is a public entity of the State of Oklahoma, formed as an Interlocal Agreement in accordance with 74 O.S. 1004(f), for the purpose of joining together a group of Oklahoma public school districts. OSIG will allow member districts to more efficiently and more economically obtain and manage their insurance programs.

OSIG obtained approval to operate from the Oklahoma Attorney General on June 28, 2001. Effective July 1, 2002, OSIG began full operation by providing its member districts with broad insurance coverage through "A" rated insurance carriers and professional risk management services. Over the past 18 years, OSIG's membership has grown to 536 and the program insures more than \$20 Billion in school property across Oklahoma.

Structure

OSIG is a **non-profit, member-owned**, public entity program whose management is completely controlled by a Board of your peers.

"The mission of Oklahoma Schools Insurance Group (OSIG) is to provide quality, cost effective risk management products and services to member schools".

The group purchases insurance and reinsurance from "A" rated carriers. OSIG's insurance providers are long term partners and committed to OSIG and Oklahoma schools.

OSIG has contracted with Arthur J. Gallagher & Company in Tulsa to administer the program. Gallagher is one of the largest insurance brokers in the world and manages programs similar to OSIG across the country.

It is important to know that the insurance coverage provided by OSIG was specifically tailored to meet the needs of Oklahoma schools. The coverage is what you need to protect your schools' property, your students, and patrons.

The strength of the liability portion of OSIG's offering is also important during these tough times. The program is backed by the foremost specialist in school liability insurance in the country. United Educators Insurance Company is second to none.

Losses are a part of life. Only OSIG has the collective strength and staying power to provide the protections you need. By remaining together as a group, OSIG will be able to continue to provide you with the quality, fair-priced insurance and risk management services you need to protect your schools' assets, your board, your staff and most importantly your children.

Financial Strength

OSIG is financially strong and we have the funds (cash) we need to pay your claims. OSIG has returned more than \$9 million to our members over the years as distributions. Surplus at year ended 6/30/21 was more than \$13.9 million and our assets were more than \$34 million.

We believe in complete transparency. We submit to an annual financial audit each year end and share the operating results at our annual members meeting held each year.

The financial condition of an insurance group should be of utmost importance to you when choosing an insurance partner for your district. If your insurer can't pay their claims, then the policy is a worthless stack of paper.

<i>Statement of Net Assets</i>	
<i>As of 6/30/21</i>	
Cash	\$ 15,215,888
Other Assets	\$ 18,794,907
Total Assets	\$ 34,010,795
Total Liabilities	\$ 20,101,976
Total Net Assets/Surplus	\$ 13,908,819

We urge you to obtain and review audited financial statements from every insurance provider that may offer your school district a quote. Financial statements are required by law and can be obtained at www.ok.gov/oid. Click on Interlocals under the Quick Links section of the home page. Your school's auditor can help in analyzing the statements.



Revised

Important Plan Information

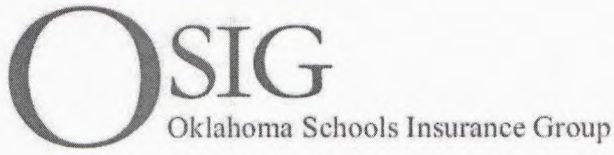
It is important to understand that OSIG is not an insurance company, but rather a non-profit, cooperative risk management program owned and directed by Oklahoma Schools. Its mission is to reduce insurance costs and stabilize rates by aggregating purchasing power with an intense focus on controlling member losses. When losses are controlled, OSIG's member schools retain the underwriting profit and investment income thereby increasing fund reserves for future years. OSIG purchases per occurrence and liability aggregate protection for its member schools. The per occurrence insurance protects member schools up to \$700,000,000 for property losses and \$1,000,000 for liability claims in each and every occurrence subject to a \$10M annual aggregate limit. The aggregate insurance protection is purchased in the unlikely event that sum total of all OSIG losses are significantly more than actuarially projected. Additional excess liability limits are available for members requiring higher limits.

This proposal is an outline of the coverages proposed by insurers based on the information provided by your school district. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. Please refer to the plan document for the details.

Actuarial Review

An independent actuary has been retained by OSIG to make projections as to anticipated claims and losses the program should expect on an annual basis. The OSIG actuary has relied on the historical loss experience and exposures provided to OSIG by the member school districts to make projections of OSIG's expected losses. OSIG adequately funds to, or in excess of, the expected loss projections through member contributions (insurance cost) and our own surplus.

Membership contributions are used to buy insurance, pay administrative expenses, and fund for members' claims. Similar successful programs throughout the country for schools and municipalities are protected using the same insurance structure as OSIG has deployed. As with any insurance mechanism, OSIG does not guarantee full funding in the event unimaginable losses would materialize that are many times greater than what is indicated by past history. The OSIG board is charged with developing a plan to address under funding in this unlikely event.



Revised

Procedure to Renew Coverage

Notify your agent of your acceptance of this insurance renewal proposal. Your agent will advise the OSIG administrative staff in writing that you wish to renew the insurance coverage.

The signed Resolution by the member's Board of Education and return to OSIG in order to bind coverage effective 07/01/2022.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available. A three (3) payment plan option is available.

Installment #1	1/3 of total	due 7/1/22
Installment #2	1/3 of total	due 8/1/22
Installment #3	1/3 of total	due 9/1/22

A 25% minimum earned premium applies.

Risk Management And Loss Control Tools

Loss Control Site Consultation

StopIt Anonymous Incident Reporting Mobile App & Web App

Risk Management focused website www.osig.org

Examples of Online training:

Free of charge to all members of OSIG

Online 24/7 access to training

Training modules include:

- Promoting Child Safe Environments - two training platforms
(Fulfills legislative mandate for child abuse awareness training)
- Workplace Harassment Prevention
- Short Term International Programs
- Teaching Science Safely
- Contracting and Risk Allocation
- Driver Safety
- Youth Athletics
- Crisis Response Planning

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 • Toll Free 866-444-0061



Revised

Contacts For Questions

Coverage Questions

Your Local Agent or:

Jennifer McKenzie
Arthur J. Gallagher Risk Management Services Inc. - Tulsa
5314 S Yale Avenue, Suite 900
Tulsa, OK 74135
Phone: 918-764-7137
Toll-Free: 866-444-0061
Fax: 866-420-0695
Email: jennifer_mckenzie@ajg.com

Eastern Oklahoma Schools (East of I-35)

Guy Griggs
Keystone Insurance
11 East Broadway
Sand Springs, OK 74063
Phone: 918-245-2558
Fax: 918-245-8553
Email: guy.griggs@insurica.com

General Program Questions

David Martin
Executive Director
P O Box 3068
Tulsa, OK 74101
Phone: 918-688-1056
Fax: 866-420-0695

OSIG Board Members

Terry Davidson - Chairman	Comanche Schools	(580) 439-2900
Dr. John Cox - Treasurer	Peggs Schools	(918) 598-3412
Sherry Durkee - Secretary	Sand Springs Schools	(918) 246-1406
Randy Hughes - Member	McAlester Schools	(918) 423-4771
Brad Overton - Member	Cordell Schools	(580) 832-3220
Shelley Free - Member	Kiamichi Technology Center	(918) 465-2323

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 • Toll Free 866-444-0061



Kent Lemons <klemons@sterling.k12.ok.us>

OSIG Renewal Quote & Alternate Quote Attached for 7-1-22/23

4 messages

Kathy Coats-Ables <kathy.ables@insurica.com>

Thu, Jun 2, 2022 at 8:17 AM

To: Kent Lemons <klemons@sterling.k12.ok.us>, "jpinkston@sterling.k12.ok.us" <jpinkston@sterling.k12.ok.us>

Cc: Ronita Bridges <rbridges@sterling.k12.ok.us>

Dear Mr. Lemons & Mr. Pinkston:

We are pleased to enclose your membership proposal from OSIG for the July 1, 2022/2023 policy term, including the property statement of value and auto schedule. OSIG has increased your building and business personal property coverage values 5%.

OSIG has included a report that lists some historical information regarding your school which includes a summary of values, premium and loss ratio. **The renewal premium for the 2022/2023 term is quoted at \$138,614. This is a decrease in premium of \$78,728 from the 2021/2022 policy term. As requested, we obtained an alternate quote to include the addition of the pool concession building @ \$15,000, in ground pool @ \$150,000 and (3) walk-in freezers @ \$20,000 each and the revised premium is \$139,932.**

Catastrophic weather events have caused a substantial increase in property losses, which has caused rates to rise. The liability premiums have increased slightly as well due to social inflation and a challenging litigation environment and cyber claims have increased drastically also affecting rates and coverage offered. **OSIG realigned their rating structure spreading the risk more between schools which greatly benefited your district this year.** If you would like for us to obtain alternate property deductible quotes for consideration, please advise and we will request them from OSIG.

If you have obsolete buildings that you would not replace if they were damaged, you could consider changing those structures to debris removal only or actual cash value to reduce your property value & premium.

Blanket coverage applies on buildings, subject to the 125% margin clause. This means that the most the company will pay on a claim is 125% of the amount the building is listed for on the property schedule. Contents will remain covered on a blanket basis if the location in question is carrying at least 10% of the building limit for contents.

Coverage remains full replacement cost, except for roofs over 15 years old which are adjusted on actual cash value (ACV). Also, there is an exclusion for cosmetic loss to metal roofs caused by hail.

It is important that you review the attached Statement of Values schedule to ensure that all buildings and business personal property values declared are as accurate as possible. **As a reminder, there is a 365 day reporting period requirement for Windstorm and Hail losses. Should you incur a claim, it is imperative that you report it as soon as possible.**

OSIG's loss limit per occurrence remains \$700,000,000, which is a shared limit for all members in the program. The shared aggregate limit for any one policy year for flood remains \$25,000,000 and earthquake is \$10,000,000. In addition, **OSIG includes cyber liability for \$2,000,000 but has new stated sub-limits that apply specific to each coverage provided. Cyber claims are on the rise. To help you mitigate your exposure and increase awareness for cybersecurity, we encourage you to utilize the attached free Beazley risk management portal e-learning site.**

OSIG has worked diligently for member districts for the past 20 years. Their non-profit structure aids in stabilizing rates through turbulent times. Should you have any questions concerning the renewal proposal, please feel free to contact our office. **All we need for renewal is your board approval and the signed renewal resolution agreement which is attached.** We look forward to hearing from you after your board meeting on June 14th.

Sincerely,

Kathy Coats-Ables, CIC

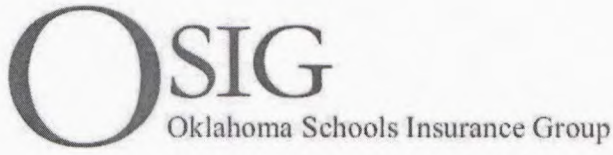
CL Account Manager

Kathy Coats-Ables, CIC | CL Account Manager

INSURICA

10 SW 2nd Street, Suite 1
Lawton, Oklahoma 73501
P 580.585.4015 | F 580.353.7184
Kathy.Ables@INSURICA.com

*Please be advised that any and all information, comments, analysis, and/or recommendations set forth above relative to the possible impact of COVID-19 on potential insurance coverage or other policy implications are intended solely for informational purposes and should not be relied upon as legal advice. As an insurance broker, we have no authority to make coverage decisions as that ability rests solely with the issuing carrier. Therefore, all claims should be submitted to the carrier for evaluation. The positions expressed herein are opinions only and are not to be construed as any form of guarantee or warranty. Finally, given the extremely dynamic and rapidly evolving COVID-19 situation, comments above do not take into account any applicable pending or future legislation introduced with the intent to override, alter or amend current policy language. For your protection, any request to change existing coverage or to bind new coverage must be



Revised

June 08, 2022

Board of Directors

Terry Davidson,
Chairman
Finance Director:
Comanche Schools

Kent Lemons
Sterling Public Schools
P O Box 158
Sterling, OK 73567

Dr. John Cox,
Treasurer
Superintendent:
Peggs Schools

RE: Membership Proposal Effective 7/1/2022

Dear Kent Lemons:

Sherry Durkee
Secretary
Superintendent:
Sand Springs
Schools

We are very pleased to provide you with the attached proposal for insurance coverages with Oklahoma Schools Insurance Group (OSIG).

Brad Overton,
Member
Superintendent:
Cordell Schools

OSIG is not a conventional insurance program. We are a public entity in the state of Oklahoma formed by an Interlocal Agreement and made up of member public school districts. Our organization is non-profit, member owned, and controlled by a board of your peers. Our sole mission is to serve our member schools. Our promise is to provide quality insurance coverage and superior service at stable pricing. We are pleased that 536 school districts are members of OSIG. Our membership is strong and committed.

Randy Hughes,
Member
Superintendent:
McAlester Schools

OSIG's financial position is excellent. No other Oklahoma school insurance program can provide you with this security. Our organization is continuously growing, improving and looking for new ways to serve Oklahoma schools. The group purchasing power of OSIG and a non-profit structure provides competitive insurance rates even in tough financial times.

Shelley Free
Member
Superintendent:
Kiamichi Technology
Center

Included in this proposal is information on OSIG's financial condition and summaries of enhanced coverages that only OSIG provides.

For the 2022-2023 plan year, we are requiring the resolution to be signed by the member's Board of Education and returned to OSIG before close of business June 30, 2022 in order to bind coverage effective 07/01/2022.

Executive Director

David Martin

Loss control, risk management services, and specialized insurance coverages included in OSIG program are:

- Enhanced Property and Liability Coverage
- Cyber Liability, Crime, Pollution, School Violent Acts Protection
- Online Training in many different areas for your school employees
- Loss Control Site Surveys / Safety Inspections
- Member Only Risk Management Library at www.osig.org
- StopIt Anonymous Incident Reporting Mobile App & Web App

If you have any questions about the insurance procurement process or this proposal, please contact your local agent or any member of the OSIG administration team. Contact names and phone numbers are included in the proposal.

Sincerely,

OSIG Program Administration

Cc: Insurica



Revised

**Sterling Public Schools
P O Box 158
Sterling, OK 73567**

This is not an invoice.

Breakdown of Insurance Cost

Annual Premium Breakdown

Property:	\$120,232
Boiler & Machinery:	\$645
Auto Physical Dmg:	\$5,175
General Liability:	\$2,697
Auto Liability:	\$3,594
Educators Legal:	\$2,698
Excess Liability:	\$548
Total Annual:	\$135,589

A 25% minimum earned premium applies.

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Total Values		\$0	\$0	\$0	\$0	\$20,996,387
Premium						\$217,342
Distribution						

Number of Claims:	Insurance Cost Paid to OSIG (incl Endts):	Incurred Claims:	Loss Ratio:
0	\$216,985		

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses for your students and community will result in savings in the cost of your insurance.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. **A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available.** A three (3) payment plan option is available.

- Installment #1 1/3 of total due 7/1/22
- Installment #2 1/3 of total due 8/1/22
- Installment #3 1/3 of total due 9/1/22

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061



Revised Coverages

OSIG provides a full range of property and liability coverages with the exception of workers compensation. Crime and Cyber Liability coverages are included in pool limits.

Property

- Full Replacement Cost - Except Roofs over 15 years old and Autos, Contractors Equipment & Debris Removal Only adjusted at ACV
- No Coinsurance Clause
- Exclusion - Cosmetic loss to metal roof coverings caused by hail
- Real And Personal Property- Limit Per Occurrence \$700,000,000
- Building - Margin Clause 125% of scheduled limits per statement of value
- Business Personal Property - blanket coverage per statement of values
including:
 - Electronic Data Processing Equipment, and Media
 - Accounts Receivable
 - Valuable Papers
 - Fine Arts
 - Miscellaneous Property
 - Miscellaneous Unnamed / Undescribed Property
 - Builder's Risk
*Note All Builder's Risk projects must be reported to OSIG - Frame projects are subject to approval
 - Outdoor Property - covered all perils
 - Extra Expense
 - Business Income including Rental Income and Tuition Income
 - Ordinance or Law including Increased Cost of Construction and Demolition
 - Contractor's Equipment Coverage
 - Debris Removal Coverage
 - Covered Property In Transit
 - Personal Property of Others/Officers/Employees
 - Off Premises Services Interruption including Extra Expense
 - Vehicle Damage
- Newly Acquired Property Coverage - 120 days \$25,000,000
- Earthquake, Volcanic Eruption- Aggregate Any One Policy Year \$10,000,000
- Flood- Aggregate Any One Policy Year \$25,000,000
*Note Flood Zones A and V are excluded
- Terrorism \$500,000,000
- Pollution Liability included
- Boiler And Machinery Coverage- Any One Occurrence \$200,000,000

Please refer to the attached property and automobile schedules for your school district's limits of insurance for Building, Contents, Extra Expense, Miscellaneous Property, EDP, Earthquake, Flood and Automobile Physical Damage coverage.

Deductibles Optional increased deductible quotations are available upon request.

- \$10,000 Property Deductible Per Occurrence
- \$15,000 Property Deductible Per Occurrence- Windstorm / Hail
- \$1,000 Boiler / Machinery Deductible per Occurrence
- \$10,000 Terrorism Deductible Per Occurrence
- \$50,000 Flood, Earthquake and Pollution

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Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061

Revised

General Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury, Property Damage And Personal / Advertising Injury
- Premises / Operations And Products / Completed Operations
- Miscellaneous Medical Professional to Include School Nurses, Student Nurses, Counselors and Allied Health Programs
- Insureds Include District, Board Members, Employees, Student Teachers, And Volunteers
- No Exclusions for Corporal Punishment or Sexual Misconduct
- No Deductible
- PTA/PTO's included for coverage if funds flow through school's books.

School Board Legal Liability

- Claims-Made Form
- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Errors And Omissions Liability including Educational Errors And Omissions
- Employment Practices Liability
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- *Unlimited Prior Acts / No retroactive date included
- \$25,000 legal costs for IEP administrative hearings
- \$2,500 Deductible
- *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Employee Benefit Liability

- Claims Made Form
- Unlimited Prior Acts / No retroactive date included
- *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Automobile Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury And Property Damage
- Includes Hired and Non-Owned Exposures
- Includes Uninsured and Underinsured Motorists (Oklahoma Minimum Limits)
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- Coverage included for garage liability and garage keepers legal liability.
- \$1,000 Auto Property Damage Deductible
- No charge for vehicles added/deleted during the policy term. Vehicle changes must be reported to OSIG.

Automobile Physical Damage

- Actual Cash Value
- \$1,000 Deductible
- Vehicle additions / deletions / changes must be reported to OSIG
- No charge for vehicles added/deleted during the policy term.
- Please refer to the attached schedule of vehicles.

Revised

Crime

- \$10,000 Limit Per Occurrence / Per District
- Employee Dishonesty
- Premises Money And Securities
- Transit Money And Securities
- \$1,000 Deductible

Cyber Liability

- Claims-Made Form
- Retro date - first effective date with OSIG
- Liability
 - \$2,000,000 Annual Aggregate Limit for Information Data and Network Liability
 - \$2,000,000 Annual Aggregate for Regulatory Defense and Penalties
 - \$2,000,000 Annual Aggregate for Payment Card Liability and Costs
 - \$2,000,000 Annual Aggregate for Media Liability
- Breach Response Cost
 - \$500,000 Annual Aggregate for Breach Response Cost
- First Party
 - \$750,000 Annual Aggregate for Cyber Extortion Loss
 - \$750,000 Annual Aggregate for Data Recovery Costs
 - \$750,000 Annual Aggregate for Business Interruption Resulting in Security Breach
 - \$500,000 Annual Aggregate for Business Interruption Resulting in System Failure
 - \$750,000 Annual Aggregate for Dependent Business Interruption Resulting in Security Breach
 - \$100,000 Annual Aggregate for Dependent Business Interruption Resulting in System Failure
- eCRIME
 - \$75,000 Annual Aggregate for Fraudulent Instruction
 - \$75,000 Annual Aggregate for Transfer Fraud
 - \$75,000 Annual Aggregate for Fraud
- Coverage Endorsements
 - \$100,000 Annual Aggregate for Reputation Loss
 - \$50,000 Annual Aggregate for Claims Preparation Costs for Reputation Loss Claims Only
 - \$100,000 Annual Aggregate for Computer Hardware Replacement Costs
 - \$100,000 Annual Aggregate for Invoice Manipulation
 - \$25,000 Annual Aggregate for Cryptojacking
- \$10,000 Deductible

School Violent Acts Protection

- \$25,000 Each Occurrence Limit
- \$250,000 Aggregate Limit (all members, all claims)
- No Deductible
- \$25,000 Property/Safety Improvements following School Violent Act
- Must notify OSIG within 10 days of receiving notice of a School Violent Act

Excess Liability

- Excess Primary Limits \$1,000,000
- Follow Form Underlying - Excluding Employers Liability

Note: Per Occurrence Limits are shared limits except as otherwise indicated.

Property Schedule

Report Printed: 06/08/2022 08:09 pm

Sterling Public Schools

Location	Occupied As	Bldg Value	Contents Val
400 S 2nd /400 S Ti	(2) Awnings	\$15,754	\$0
400 S 2nd /400 S Ti	(2) Batting Cages @ Baseball Field	\$9,301	\$0
400 S 2nd /400 S Ti	(2) Dugouts @ BB Field	\$13,700	\$0
400 S 2nd /400 S Ti	(2) Scoreboards in Gymnasiums	\$21,000	\$0
400 S 2nd /400 S Ti	(3) Walk In Freezers	\$60,000	\$0
400 S 2nd /400 S Ti	(8) Poles & Lights @ BB Field	\$54,801	\$0
400 S 2nd /400 S Ti	Auditorium	\$1,464,375	\$234,300
400 S 2nd /400 S Ti	Bleachers @ BB Field	\$13,700	\$0
400 S 2nd /400 S Ti	Bus Repair Building	\$96,390	\$17,636
400 S 2nd /400 S Ti	Cafeteria with Cooler/2 Walk In Freezers	\$702,906	\$112,464
400 S 2nd /400 S Ti	Concession/Storage Bldg @ BB Field	\$19,278	\$1,726
400 S 2nd /400 S Ti	District Marquee Sign	\$6,166	\$0
400 S 2nd /400 S Ti	DRO-Portable Classroom Building	\$10,000	\$0
400 S 2nd /400 S Ti	DRO-Portable Classroom Building	\$10,000	\$0
400 S 2nd /400 S Ti	DRO-Student Lounge	\$15,000	\$0
400 S 2nd /400 S Ti	Elementary Annex	\$2,002,536	\$260,330
400 S 2nd /400 S Ti	Elementary Gym & Lockers	\$2,713,359	\$352,737
400 S 2nd /400 S Ti	Elementary/Jr High/High School Building	\$5,263,170	\$842,107
400 S 2nd /400 S Ti	Fence Around Playground & School	\$31,500	\$0
400 S 2nd /400 S Ti	Fence Around Pool	\$7,350	\$0
400 S 2nd /400 S Ti	Fencing/Backstops @ BB Field	\$27,401	\$0
400 S 2nd /400 S Ti	Flagpole	\$5,480	\$0
400 S 2nd /400 S Ti	Greenhouse (No Contents)	\$12,049	\$0
400 S 2nd /400 S Ti	High School Gym/Weight & Dressing Room	\$2,136,307	\$341,810
400 S 2nd /400 S Ti	In Ground 100,000 Gallon Pool	\$150,000	\$0
400 S 2nd /400 S Ti	Metal Fence @ BB Field	\$26,779	\$0
400 S 2nd /400 S Ti	Outdoor Basketball Goals (4)	\$2,743	\$0
400 S 2nd /400 S Ti	Playground with Canopy	\$68,500	\$0
400 S 2nd /400 S Ti	Pool Concession Building (No Contents)	\$15,000	\$0
400 S 2nd /400 S Ti	Scoreboards @ BB Field	\$21,630	\$0
400 S 2nd /400 S Ti	Storage Bldg @ BB Field	\$10,710	\$2,625
400 S 2nd /400 S Ti	Storage Building	\$171,360	\$22,740
400 S 2nd /400 S Ti	Swimming Pool Filter Building	\$36,855	\$4,935
400 S 2nd /400 S Ti	Tech Building	\$567,000	\$89,526
400 S 2nd /400 S Ti	Tennis Court	\$34,251	\$0
400 S 2nd /400 S Ti	Vo-Ag Buildng	\$555,660	\$82,612
400 S 2nd /400 S Ti	Vo-Ag Show Barn	\$454,318	\$47,974
Ike Williams Park, S	(1) Batting Cage @ SB Field	\$10,815	\$0
Ike Williams Park, S	(2) Bleachers & Metal Cover @ SB Field	\$43,260	\$0
Ike Williams Park, S	(2) Covered Awnings	\$4,326	\$0
Ike Williams Park, S	(2) Fences & Backstop @ SB Field	\$32,445	\$0
Ike Williams Park, S	(2) Scoreboards @ SB Field	\$15,141	\$0
Ike Williams Park, S	(4) Metal Dugouts @ SB Field	\$25,956	\$0
Ike Williams Park, S	(8) Poles & Lights @ SB Field	\$54,801	\$0
		\$17,013,073	\$2,413,522

Floater Limit	<u>\$150,000</u>	Auto Values:	<u>\$884,520</u>
EDP Limit	<u>\$468,500</u>	Total Values:	<u>\$21,429,615</u>
Extra Expense Limit	<u>\$500,000</u>		

Auto Schedule

Report Printed: 06/08/2022 08:09 pm

Sterling Public Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
1	2000	International	Bus	65	87798	\$31,000
2	2005	Bluebird	Bus	71	27151	\$47,000
3	1989	Jackson	Trailer		33554	\$2,000
4	1996	WW	Trailer		25592	\$2,500
5	2001	Jackson	Trailer		123	\$650
6	2004	Featherlist	Hog Trailer		9641	\$8,300
7	2007	Bluebird	Bus		4257	\$58,000
8	2007	Carryon	Cargo Trailer		6237	\$3,300
9	2009	Bluebird	Bus	65	56713	\$70,137
10	2012	Ford	Fusion		32165	\$18,500
11	2012	International	Bus	71	72208	\$90,000
12	2012	International	Bus	71	82308	\$90,000
13	2012	Ford	F350 Truck		25873	\$35,000
14	2011	Chevrolet	Suburban		58967	\$30,650
15	2000	International	Carpenter Bus	72	87849	\$25,000
16	2015	Chevrolet	Suburban		2160	\$36,300
17	2016	Ford	Escape		453	\$19,900
18	2017	International	Bus	65	68896	\$87,479
19	2017	International	Bus	65	68894	\$85,529
20	2018	Ford	Escape		38642	\$19,510
21	2020	International	Carpenter Bus	65	41097	\$87,765
22	2017	Cimarron	Showstar Trailer			\$36,000

Total Value of All Autos for Sterling Public Schools: \$884,520

Overview

Background

The Oklahoma Schools Insurance Group (OSIG) is a public entity of the State of Oklahoma, formed as an Interlocal Agreement in accordance with 74 O.S. 1004(f), for the purpose of joining together a group of Oklahoma public school districts. OSIG will allow member districts to more efficiently and more economically obtain and manage their insurance programs.

OSIG obtained approval to operate from the Oklahoma Attorney General on June 28, 2001. Effective July 1, 2002, OSIG began full operation by providing its member districts with broad insurance coverage through "A" rated insurance carriers and professional risk management services. Over the past 18 years, OSIG's membership has grown to 536 and the program insures more than \$20 Billion in school property across Oklahoma.

Structure

OSIG is a **non-profit, member-owned**, public entity program whose management is completely controlled by a Board of your peers.

"The mission of Oklahoma Schools Insurance Group (OSIG) is to provide quality, cost effective risk management products and services to member schools".

The group purchases insurance and reinsurance from "A" rated carriers. OSIG's insurance providers are long term partners and committed to OSIG and Oklahoma schools.

OSIG has contracted with Arthur J. Gallagher & Company in Tulsa to administer the program. Gallagher is one of the largest insurance brokers in the world and manages programs similar to OSIG across the country.

It is important to know that the insurance coverage provided by OSIG was specifically tailored to meet the needs of Oklahoma schools. The coverage is what you need to protect your schools' property, your students, and patrons.

The strength of the liability portion of OSIG's offering is also important during these tough times. The program is backed by the foremost specialist in school liability insurance in the country. United Educators Insurance Company is second to none.

Losses are a part of life. Only OSIG has the collective strength and staying power to provide the protections you need. By remaining together as a group, OSIG will be able to continue to provide you with the quality, fair-priced insurance and risk management services you need to protect your schools' assets, your board, your staff and most importantly your children.

Financial Strength

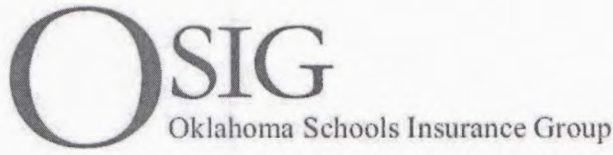
OSIG is financially strong and we have the funds (cash) we need to pay your claims. OSIG has returned more than \$9 million to our members over the years as distributions. Surplus at year ended 6/30/21 was more than \$13.9 million and our assets were more than \$34 million.

We believe in complete transparency. We submit to an annual financial audit each year end and share the operating results at our annual members meeting held each year.

The financial condition of an insurance group should be of utmost importance to you when choosing an insurance partner for your district. If your insurer can't pay their claims, then the policy is a worthless stack of paper.

<i>Statement of Net Assets</i>	
<i>As of 6/30/21</i>	
Cash	\$ 15,215,888
Other Assets	\$ 18,794,907
Total Assets	\$ 34,010,795
Total Liabilities	\$ 20,101,976
Total Net Assets/Surplus	\$ 13,908,819

We urge you to obtain and review audited financial statements from every insurance provider that may offer your school district a quote. Financial statements are required by law and can be obtained at www.ok.gov/oid. Click on Interlocals under the Quick Links section of the home page. Your school's auditor can help in analyzing the statements.



Revised

Important Plan Information

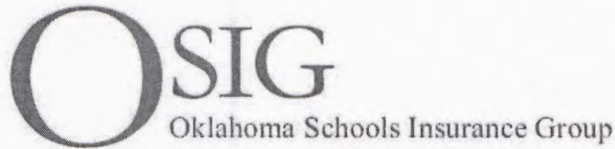
It is important to understand that OSIG is not an insurance company, but rather a non-profit, cooperative risk management program owned and directed by Oklahoma Schools. Its mission is to reduce insurance costs and stabilize rates by aggregating purchasing power with an intense focus on controlling member losses. When losses are controlled, OSIG's member schools retain the underwriting profit and investment income thereby increasing fund reserves for future years. OSIG purchases per occurrence and liability aggregate protection for its member schools. The per occurrence insurance protects member schools up to \$700,000,000 for property losses and \$1,000,000 for liability claims in each and every occurrence subject to a \$10M annual aggregate limit. The aggregate insurance protection is purchased in the unlikely event that sum total of all OSIG losses are significantly more than actuarially projected. Additional excess liability limits are available for members requiring higher limits.

This proposal is an outline of the coverages proposed by insurers based on the information provided by your school district. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. Please refer to the plan document for the details.

Actuarial Review

An independent actuary has been retained by OSIG to make projections as to anticipated claims and losses the program should expect on an annual basis. The OSIG actuary has relied on the historical loss experience and exposures provided to OSIG by the member school districts to make projections of OSIG's expected losses. OSIG adequately funds to, or in excess of, the expected loss projections through member contributions (insurance cost) and our own surplus.

Membership contributions are used to buy insurance, pay administrative expenses, and fund for members' claims. Similar successful programs throughout the country for schools and municipalities are protected using the same insurance structure as OSIG has deployed. As with any insurance mechanism, OSIG does not guarantee full funding in the event unimaginable losses would materialize that are many times greater than what is indicated by past history. The OSIG board is charged with developing a plan to address under funding in this unlikely event.



Revised

Procedure to Renew Coverage

Notify your agent of your acceptance of this insurance renewal proposal. Your agent will advise the OSIG administrative staff in writing that you wish to renew the insurance coverage.

The signed Resolution by the member's Board of Education and return to OSIG in order to bind coverage effective 07/01/2022.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available. A three (3) payment plan option is available.

Installment #1	1/3 of total	due 7/1/22
Installment #2	1/3 of total	due 8/1/22
Installment #3	1/3 of total	due 9/1/22

A 25% minimum earned premium applies.

Risk Management And Loss Control Tools

Loss Control Site Consultation

Stoptt Anonymous Incident Reporting Mobile App & Web App

Risk Management focused website www.osig.org

Examples of Online training:

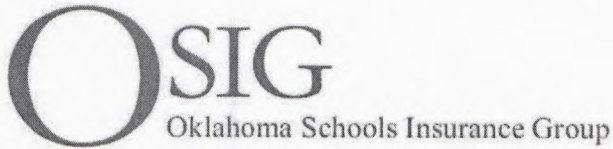
Free of charge to all members of OSIG

Online 24/7 access to training

Training modules include:

- Promoting Child Safe Environments - two training platforms
(Fulfills legislative mandate for child abuse awareness training)
- Workplace Harassment Prevention
- Short Term International Programs
- Teaching Science Safely
- Contracting and Risk Allocation
- Driver Safety
- Youth Athletics
- Crisis Response Planning

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061



Revised

Contacts For Questions

Coverage Questions

Your Local Agent or:

Jennifer McKenzie
Arthur J. Gallagher Risk Management Services Inc. - Tulsa
5314 S Yale Avenue, Suite 900
Tulsa, OK 74135
Phone: 918-764-7137
Toll-Free: 866-444-0061
Fax: 866-420-0695
Email: jennifer_mckenzie@ajg.com

Eastern Oklahoma Schools (East of I-35)

Guy Griggs
Keystone Insurance
11 East Broadway
Sand Springs, OK 74063
Phone: 918-245-2558
Fax: 918-245-8553
Email: guy.griggs@insurica.com

General Program Questions

David Martin
Executive Director
P O Box 3068
Tulsa, OK 74101
Phone: 918-688-1056
Fax: 866-420-0695

OSIG Board Members

Terry Davidson - Chairman	Comanche Schools	(580) 439-2900
Dr. John Cox - Treasurer	Peggs Schools	(918) 598-3412
Sherry Durkee - Secretary	Sand Springs Schools	(918) 246-1406
Randy Hughes - Member	McAlester Schools	(918) 423-4771
Brad Overton - Member	Cordell Schools	(580) 832-3220
Shelley Free - Member	Kiamichi Technology Center	(918) 465-2323

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 • Toll Free 866-444-0061

**Resolution of Sterling Public Schools to Join
Oklahoma Schools Insurance Group**

Whereas, Oklahoma Schools Insurance Group ("OSIG") is an Oklahoma interlocal formed in accordance with Oklahoma law to enable Oklahoma School Districts to cooperate with each other to procure insurance services, benefits and insure against losses and possible liabilities in the most cost effective manner; and

Whereas, Sterling Public Schools is an Oklahoma public school district ("the District"); and

Whereas, OSIG has provided to the District a Plan Document which includes a quotation for certain insurance coverages for the 2022/2023 plan year; and

Whereas, the quotation is acceptable to the District;

Now, therefore be it resolved, that the District hereby joins OSIG as a Member;

Be it further resolved, that so long as the District remains as a Member, the District shall comply with OSIG's bylaws, the Plan Document, and OSIG claim reporting procedures; and

Be it further resolved, that by the adoption and signing of this resolution, Sterling Public Schools understands and agrees that school district members are responsible for their own loss experience and will not be singly responsible for other members' losses.

Date: _____

Sterling Public Schools

By: President, Board of Education

ATTEST:

Clerk, Board of Education



April 18, 2021

Sterling Public Schools
Attn: Kent Lemons
Superintendent
400 S Tiger Street
Sterling, OK 73567

To Whom It May Concern:

Please find the enclosed Special Services Agreement from Crossroads Head Start for the 2022-2023 school session. The agreement reflects a revision of the time frame for the upcoming year. In accordance with IDEA, Head Start must form an agreement with the local education agencies to provide services to children with disabilities from three to five years old meeting eligibility requirements.

Please sign the enclosed copy and mail back to the following address:

Crossroads Head Start
Attn: Holly Egan
Head Start Disabilities Coordinator
2402 SW E Ave
Lawton OK 73505

I will forward a completed copy of the agreement to you after it has been signed by Terrie Vicknair, the Crossroads Head Start Program Director. Please do not hesitate to contact me at 580-678-6776 if you have any questions or need additional information. Thank you for your cooperation.

5-19-22 Early Head Start

Sincerely,

Holly Egan M.Ed
Mental Health/Disabilities Coordinator
Crossroads Head Start/Early Head Start

SPECIAL SERVICES AGREEMENT

This is a local agreement between Sterling Public Schools, hereinafter referred to as the local education agency (LEA), and Crossroads Youth & Family Services, Inc. Head Start/Early Head Start (Crossroads HS/EHS), hereinafter referred to as the local Head Start Program. The following information states the roles and responsibilities of parties regarding Head Start Program eligible children ages three through five identified as having disabilities in accordance with procedures established by the Oklahoma State Department of Education (OSDE) and by the Head Start Program Performance Standards (45 CFR 1308). These regulations are promulgated under federal and state laws governing the education of children with disabilities.

I. LEA RESPONSIBILITIES:

- A. The LEA ensures that IDEA Section 619, (preschool) funds received for the provision of services to eligible children with disabilities ages three through five who are served in the Head Start Program are expended in accordance with the requirements of the Individuals with Disabilities Education Act (IDEA). Funds may be used for, but are not limited to, the following: cost of evaluation; materials and supplies; contractual arrangements for services when the Head Start Program has a qualified provider and/or the provision of qualified providers for IDEA Individualized Education Program (IEP) services.
- B. Upon referral from the Head Start Disability Coordinator, the LEA shall provide a multidisciplinary team evaluation, when appropriate, for determination of the need for special education and related services under IDEA, while enrolled in the Head Start Program.
- C. The LEA shall be responsible for the provision of procedural safeguard and due process for any child determined to be eligible under the IDEA who is enrolled in the Head Start program.
- D. The LEA should provide, through prior written notice of meetings, that the appropriate Head Start Program representative be directly involved and receive appropriate documentation throughout the process of referral, evaluation and/or placement of children with disabilities enrolled in the Head Start Program.
- E. The LEA shall ensure the provision of appropriate special education and related services to those eligible children with disabilities under IDEA enrolled in the Head Start Program. All IDEA services for which the child is eligible will be documented on the IEP with the responsible person(s)/agency specified for the provision of each service.
- F. The LEA will maintain and submit to the OSDE the annual child count of IDEA eligible preschool children with disabilities served in the LEA and by the Head Start Program.

II. LOCAL HEAD START RESPONSIBILITIES:

- A. The Head Start shall provide screening and assessment for all children enrolled in the Head Start as required by Head Start Performance Standards 45 CFR 1308 participate in Child Find activities under the IDEA with the LEA, and in coordination with the LEA shall provide parents with their rights under these programs
- B. The Head Start shall provide all Head Start services to any Head Start enrolled child who meets eligibility requirements in accordance with the Head Start Program Performance Standards on Services for Children with Disabilities regardless of the child's involvement in, or eligibility for, special education services under the IDEA or this agreement.
- C. A Head Start representative will participate in the LEA referral procedures, multidisciplinary evaluation, IEP development, implementation of the portions of the IEP identified for the Head Start Program, and the IEP review as appropriate. When Head Start initiates and develops a Head Start managed IEP, Head Start must invite in writing the participation of a representative of the LEA. Head Start Program Performance Standards (45 CFR 1308) requirements for parent involvement and notification must also be followed for IEP meetings initiated by the Head Start Program.
- D. The Head Start will provide a support system for families and children with disabilities through training, information dissemination and involvement in the program as well as collaboration with the LEA and other community services. When Head Start develops a Head Start managed IEP, family goals and objectives for the child must be addressed.
- E. The Head Start disabilities coordinator shall work with the LEA for assurance of collaboration and coordination of services to preschool children with disabilities.
- F. If a child does not meet the OSDE requirements under the IDEA, but meets one or more of the eligibility in the Head Start Performance Standards 45 CFR 1308, then a Head Start managed IEP should be developed for the child.
- G. The Head Start will provide the number of children receiving IEP services to the LEA for child count report prior to October 1, and December 1, annually. In reporting the number of children on IDEA IEP's to the LEA for child count purposes, the Head Start should provide a separate listing of children on Head Start managed IEP's.
- H. The Head Start agrees to provide and participate with the LEA in joint training of staff and parents as appropriate.
- I. The Head Start agreement with the LEA addresses planning of cost-sharing resources and funding to assure that integrated services are implemented in a manner which maintains State and Federal fiscal support for children with

disabilities in these programs. The Head Start and the LEA agree to the following cost-sharing services:

Head Start will provide all required screenings prior to referral to Bethel Public Schools. Head Start will also obtain necessary release of information from parent/legal guardian so that pertinent Head Start screenings can be utilized to develop an appropriate placement.

Note: Special Education and related services are available to qualified children through Bethel Public Schools. Standard referral procedures should be used to determine IDEA eligibility.

III. COORDINATION OF REQUIRED PAPERWORK:

To coordinate paperwork required by Head Start and the LEA special education program, the following process is appropriate:

- A. When Head Start wishes to refer a child to the LEA for possible services, Head Start personnel will contact the LEA Director of Special Services or SEARCH coordinator. Addresses will be verified by the LEA, and a time for screening will be arranged. If the child fails one or more areas of the screening, the LEA will ask the Head Start teacher to complete the Referral for Multidisciplinary Services (SDE Form 3), and then the LEA will plan the evaluation (SDE Form 4). Head Start personnel will assist the LEA in obtaining parental consent for evaluation (SDE Form 5). LEA's obligation for evaluation is limited to students who are residents of the district.
- B. The Head Start or the LEA will obtain parental consent for exchange of information between the two programs through use of the State of Oklahoma Standard Form: Consent for Release of Confidential Information.
- C. The LEA special education program, with parental consent, will release copies of IDEA IEP's, multidisciplinary evaluations, necessary special education records and documentation of services provided to the Head Start when both agencies are involved in the identification, evaluation and provision of free appropriate public education (FAPE) to preschool children with disabilities.
- D. The Head Start will release results of vision, hearing, developmental, health and speech screenings as well as other relevant information as a part of the Head Start Referral Packet developed in conjunction with LEA.
- E. All information received by the Head Start from the LEA will be kept in a secure manner, which prevents unauthorized access, in a central location adhering to requirements of confidentiality under state and federal laws.

IV. COORDINATION OF SCREENINGS:

In the coordination of screening between the Head Start and the LEA special education program, the following process is agreed upon:

- A. The LEA special education program and the Head Start will determine designated program personnel to be responsible for conducting screenings within each program to collaboratively implement requirements of the IDEA and Head Start Performance Standards (45 CFR 1308).
- B. This agreement will include the following time frame for completion of screening or transfer of information. The time frame includes the **45 calendar days** timeline for screening of all children enrolled in the Head Start as mandated in the Head Start Performance Standards (45 CFR 1308). One or more of the following methods has been considered: (Check one or more as appropriate).

- 1. **Joint screening:** Screening will be conducted simultaneously by the Head Start staff and LEA Special Education staff within the same location.
- 2. **Shared staff:** Local implementation may incorporate coordination of shared staff (e.g., required vision, hearing, speech/language, health, and developmental **screening** may be **conducted by the Head Start** under Head Start Program Performance Standards, and the **LEA** special education program may **complete required evaluations** under the IDEA).
- 3. **Shared Information:** Screening will be provided for referrals by Head Start or as determined by both entities. A consent for release of information will be obtained at the time of referral by Head Start.

V. COORDINATION OF IEP/CHANGE OF PLACEMENT:

The Head Start team upon obtaining parent consent shall notify the Local Education Agency (LEA) when a family is considering the LEA as a placement for a transitioning child with special needs in order to include Head Start staff in the transition process and ensure all eligible children receive appropriate transition services. The Head Start and the LEA will conduct an IEP review when a change of program or placement of a child is being considered. A meeting may be requested by the parent, the Head Start staff or the LEA special education program staff. Procedural safeguards for notification will be followed.

VI. COORDINATION OF IN-SERVICE TRAINING:

The Preschool Coordinator of Special Education Services, OSDE, (405) 521-3351, and the Director of the Oklahoma Head Start Association, (405) 524-4923, will facilitate statewide in-service training. Head Start disabilities coordinators and LEA's contact these representatives in regards to their needs for training. Mutual priorities for these entities might include: Sensory Integration issues or Behavior Management.

VII. RESOLUTION OF DISPUTE

In the event of disputes between the Head Start and the LEA special education program, the following process will be followed for resolution:

- A. The dispute will first be brought to the attention of the Head Start supervisor assigned to the classroom in the Bethel school district and the Principal assigned by Bethel Public Schools.
- B. The dispute will be brought to the attention of the LEA Special Education Director, the Head Start Director, and the Head Start Disabilities Coordinator to seek resolution of the dispute.
- C. If the issue is not resolved, the matter will then be submitted in writing to the Head Start Director and the LEA special education director or LEA superintendent to facilitate a resolution.
- D. If the issue is not resolved, as described in section VII.B, then the matter will be submitted in writing to Special Education Services, OSDE, for assistance in the resolution of any IDEA dispute between the Head Start and the LEA.
- E. If the issue is not resolved and is an issue under the Head Start Program Performance Standards 45 CFR 1308 the matter will be submitted to the Head Start Program Director who will inform the DHHS/ACF Regional office of the dispute and the intent to begin the formal dispute resolution procedures as written in the Head Start Impasse Resolution Policy for assistance in resolving the dispute.

This service agreement will be in effect August 1, 2022 through June 30, 2023.

SIGNATURES

Terrie Vicknair,
Head Start/Early Head Start Director

Date

Superintendent, Print

Date

Superintendent, Signature

Date

Board of Education, Print

Date

Board of Education, Signature

Date

Handbook changes: for 2022-2023

Front cover: change year to **2022-2023**

Inside front cover Change **Kent Lemons** to **John Pinkston** and email to **jpinkston@sterling.k12.ok.us**

Page 5 Change dates: add **2022-2023** calendar

Aug. 3	Professional Day #1
Aug. 4	Professional Day #2
Aug. 5	First Day of School
Sept. 5	Labor Day/No School
Sept. 15	P/T Conferences
Oct. 13	Professional Day #3
Nov. 23-25	Thanksgiving Break
Dec. 16	Last Day of 1st Semester
Dec. 17-Jan. 1	Christmas Break
Jan. 2	2nd Semester Begins
Feb. 9	P/T Conferences
Feb. 24	Professional day
March 13-17	Spring Break
March 31	Inclement weather day
April 14	Inclement weather day
May 19	Last Day of School
May 22	Professional day #5

Page 14 add after the first sentence of the heading **DETENTION Lunch detention can be assigned by the principal as well.**

Page 18 under the heading **GRADES**. Add the following to the end of the paragraph. **Grades at the JH and HS level will be calculated under the following percentages. Homework 50%, Tests 35%, 9-week test/ Semester test 15%.**

Page 18 under the heading of **SEMESTER TEST GENERAL INFORMATION** add a sentence to the end **5. If a student is absent from the semester test they will only be allowed to make it up if the absence falls under the following reasons. Doctor/dentist visit with note, death in family, sickness, or Activity absence. A phone call from the parent is required by 10:00AM on the day of the absence to allow the semester test to be made up.**

Page 19 Change the word will attend school **to can attend school** on the last sentence of the first paragraph.

Page 26 change Ginger Seibold to Amanda Lewis.

Page 26 change the class schedule to the following times.

1st Hour	8:05-9:05
2 nd Hour	9:10-10:10
3 rd Hour	10:15-11:10
4 th Hour	11:15-12:10
Lunch	12:10-12:35
5 th Hour	12:40-1:35
6 th Hour	1:40-2:30
7 th Hour	2:35-3:25

Page 21 Under Electronic Telecommunication Devices. Change the entire paragraph to the following. **The use of cell phones is prohibited during the school day unless given permission from the teacher for educational purposes only. Phones should not be seen or heard otherwise. JH and HS students can use their phones before and after school as well as at lunch under the discretion of the Principal. Ipad's, Kindles, and personal chrome books may be used in the classroom for educational purposes with teacher permission.**



F. Andrew Fugitt
Laura L. Holmes

Justin C. Cliburn
Belinda H. Tricinella

Of Counsel

Laura Holmgren-Ganz
David L. Kinney

900 N. Broadway,
Suite 300
Oklahoma City,
OK 73102
t 405.528.2800
f 405.528.5800

www.cfel.com

May 25, 2022

Mr. Kent Lemons, Superintendent
Sterling Public Schools
P. O. Box 158
Sterling, OK 73567-0158
E-mail: klemons@sterling.k12.ok.us

Dear Mr. Lemons:

Thank you for participating in our Basic Legal Services Program (“BLSP”) during the 2021-2022 school year. We appreciate the opportunity to serve Sterling Public Schools this year and sincerely hope that you have found the BLSP to be a benefit.

For the 2022-2023 school year, we are continuing the BLSP for the annual cost of Nine Hundred Dollars (\$900.00). We are increasing our hourly rates for the BLSP by \$20.00 per hour. We have not raised our rates since the 2017-2018 school year and now must do so to account for the increased expenses and costs associated with our work. The annual fee gives participants a discount of \$75.00 per month plus a reduced hourly billing rate for attorneys. For example, our non-BLSP clients will pay \$270.00 per hour for shareholder/of counsel time compared to \$215.00 per hour for BLSP clients - a savings of \$55.00 per hour. Our hourly rates remain below the market rate for attorneys with comparable experience.

Enclosed is a BLSP contract for 2022-2023 and an invoice for the program fee. If the contract meets with your approval, please submit it to the Board for approval. If the Board approves, please return a signed contract to us along with the BLSP fee of \$900.00. If you have any questions about the Firm or the contract, please do not hesitate to contact me.

Respectfully,

Laura L. Holmes

Enclosures



F. Andrew Fugitt
Laura L. Holmes

Justin C. Cliburn
Belinda H. Tricinella

Of Counsel
Laura Holmgren-Ganz
David L. Kinney

900 N. Broadway,
Suite 300
Oklahoma City,
OK 73102
t 405.528.2800
f 405.528.5800

www.cfei.com

BASIC LEGAL SERVICES PROGRAM 2022-2023 AGREEMENT

Sterling Public Schools

Independent School District No. 3 of Comanche County, Oklahoma

Agreement between the school district named above ("District") and The Center for Education Law, P.C., an Oklahoma professional corporation, ("Center") for Fiscal Year 2022-2023 ("Fiscal Year").

IT IS AGREED:

1. Center shall provide legal representation and services to District as directed by the Superintendent or the President of the Board of Education as provided below.
2. District shall pay Center the sum of Nine Hundred Dollars (\$900.00) as a participation fee for Center's 2022-2023 Basic Legal Services Program and be entitled to the following:
 - a. Center shall provide District with a Seventy-five Dollar (\$75.00) discount on attorney fees and expenses billed in each calendar month of the Fiscal Year which shall not be cumulative;
 - b. Center shall send District a copy of Center's publications, including The Center Line, when published during Fiscal Year;
 - c. Center shall provide District with a toll-free telephone number to call the Center;
 - d. Center shall provide the hourly rates set forth below which are discounted from the firm's regular hourly rates; and
 - e. Center shall provide the availability of an on-call staff attorney after hours for consultation during board meetings Monday through Friday until 10:30 p.m.
3. Center will not charge District for any of the following expenses incurred by the Center in the representation of District:
 - a. long-distance telephone charges; and
 - b. facsimile transmissions between Center and District.

4. District shall compensate Center for legal services provided by Center to District on an hourly basis, billed in one-tenth-hour (6 minutes) increments, as follows:

Shareholders/Of Counsel	\$ 215.00
Senior Associates	\$ 185.00
Associate Attorneys	\$ 160.00
Legal Interns/Paralegals	\$ 75.00

5. Travel time will be billed at one-half the rates set forth above for travel outside of Oklahoma County.

6. The following expenses incurred in the representation of District by Center shall be reimbursed by District:

- a. Litigation costs including, but not limited to, filing fees, deposition costs, witnesses and investigation expenses, unless such expenses are covered by applicable insurance;
- b. Photocopies at 15¢ per copy;
- c. Actual charges incurred for out-of-office copy, courier, and express mailing services; and
- d. Mileage for travel per mile from Center's office at the rate approved by the Internal Revenue Service.

7. Center shall submit statements to District for fees and expenses for calendar months in which fees and expenses are incurred. Monthly summaries of fees and expenses will be provided to the Superintendent.

“DISTRICT”

By: _____
Board President or Superintendent

THE CENTER FOR EDUCATION LAW, P.C.

By: Lawrence Holmes



F. Andrew Fugitt
Laura L. Holmes

Justin C. Cliburn
Belinda H. Tricinella

Of Counsel

Laura Holmgren-Ganz
David L. Kinney

900 N. Broadway,
Suite 300
Oklahoma City,
OK 73102
t 405.528.2800
f 405.528.5800

www.cel.org

INVOICE

TO: Sterling Public Schools
P. O. Box 158
Sterling, OK 73567-0158

Program fee for The Center for Education Law's 2022-23 Basic Legal Services Program:

Nine Hundred Dollars (\$900.00)

Please remit payment to:

The Center For Education Law
900 N. Broadway, Suite 300
Oklahoma City, OK 73102

CEL FIN: 20-0591745

Thank you for the opportunity to serve your district.