

**Sterling Public Schools  
Board Of Education Agenda- Regular Meeting  
Sterling Public Schools Library, 400 S. Tiger Blvd., Sterling, OK 73567  
Tuesday, May 13, 2025 at 7:00 PM**

**AGENDA**

{{Name: Agenda Item Name}}

1. Roll call and call to order.
2. Pledge of Allegiance - Trent Parrish
3. Recognitions -

**STATE CHAMPION AGRONOMY TEAM**

Zach Hergenrether  
Abilene Sullivan  
Lanie Merritt  
Maverick Ingram

**FFA Teacher: Kiel Rowan**

**E-SPORTS STATE QUALIFIERS**

Trace Haggerty  
Shawn Anderson  
Braden Geiger  
Aaron Crawford  
**Coach: Jessica Smart**

4. 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 April 8, 2025 regular meeting
    2. Approve financial statements.

General Fund \$885257.83  
Building Fund \$244027.68  
Sinking Fund \$74498.63  
Activity Fund \$161730.72
    3. Approve purchase orders and warrants for the following funds: general, building, bond, and any change order list.

GF Warrants #826 - #925 in the amount of \$246223.31  
BF Purchase order #39 in the amount of \$5800.00

BF Warrants #47 - #52 in the amount of \$21686.02

4. Approve activity accounts.
5. Approve transfers within activity account
6. Approve resignations:  
Paul Jewell  
Jayson Wilson  
Amanda Budd  
Brian Moore (Seat #1)
7. Discussion and possible vote to approve the contract with CRW Consulting (erate) for the 2025-2026 school year.
8. Discussion and possible vote to approve a renewal physical therapist contract with Aimee Carter for the 2025-2026 school year at an hourly rate of \$70.00 and \$0.55 per mile.
9. Discussion and possible vote to approve a renewal of speech therapy contract with Rachel Bush for the 2025-2026 school year at a flat weekly rate of \$556.00.
10. Discussion and possible vote to approve a renewal of occupational therapist contract with Robertson Therapy Services for the 2025-2026 school year at an hourly rate of \$65.00 and mileage rate of \$0.55/ mile.
11. Discussion and possible vote to approve the Parent Involvement Policy for 2025-2026.
12. Discussion and possible vote to approve the Special Services agreement with Crossroads Youth and Family Services for the 2025 - 2026 school year.
13. Discussion and possible vote to approve the contract with Allied Lab, Inc. for the 2025 - 2026 school year.
14. Discussion and possible vote to renew school membership in OSSBA, the OSSBA Policy service, and renewing Assemble Meetings.
15. Discussion and possible vote to approve the contract with OKTLE for teacher and principal evaluations.
2. Discussion and possible vote to approve Mike Moore for summer maintenance at the rate of \$12.00 per hour
3. Discussion and possible vote to approve Chris Wilmeth for summer maintenance at the rate of \$12.00 per hour.
4. Discussion and possible vote to approve Jada Huitt, Kynlee Alvarado, Hayden Heath, Katie Milam, Marlee Wright, Henlea Hasenbeck, and Cash Sutphin as lifeguards pending certification for the summer of 2025 at a rate of \$10.00 per hour.

5. Administrative reports.
  1. Principal Reports
6. Superintendent report - Graduation
7. New business.
8. Adjourn

This agenda was posted at the superintendent's office door and the west entrance/ high school principal's office entrance of the high school building not later than 3:20 p.m.

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Trent Parrish, Superintendent

## Board Of Education Agenda- Regular Meeting

Tuesday, April 8, 2025 7:00 PM

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

Attendance Taken at 7:00 PM.

Mallory Geiger: Present

John Hergenrether: Present

Jeff Milam: Present

Brian Moore: Present

Candra Turpin: Absent

Present: 4, Absent: 1.

1. Roll call and call to order.
2. Pledge of Allegiance - Brian Moore.
3. Issue oath of office for new board member, John Hergenrether
4. Board of Education to receive comments from Cheyenne Belew.
5. Reorganization of the Sterling School Board: President, Vice-President, Clerk

Mallory Geiger made the motion to appoint Candra Turpin as President, second by Jeff Milam, Candra Turpin: Absent, Mallory Geiger: Yea, John Hergenrether: Yea, Jeff Milam: Yea, Brian Moore: Yea  
Yea: 4, Nay: 0, Absent: 1

John Hergenrether made the motion to appoint Mallory Geiger as Vice President, second by Brian Moore, Candra Turpin: Absent, Mallory Geiger: Yea, John Hergenrether: Yea, Jeff Milam: Yea, Brian Moore: Yea  
Yea: 4, Nay: 0, Absent: 1

Brian Moore made the motion to appoint John Hergenrether as Clerk, second by Mallory Geiger, Candra Turpin: Absent, Mallory Geiger: Yea, John Hergenrether: Yea, Jeff Milam: Yea, Brian Moore: Yea  
Yea: 4, Nay: 0, Absent: 1

### 6. Recognitions

### 7. Discussion/Approval Items

7.1. 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:

Motion to approve the consent agenda Passed with a motion by Brian Moore and a second by John Hergenrether.

Candra Turpin: Absent, Mallory Geiger: Yea, John Hergenrether: Yea, Jeff Milam: Yea, Brian Moore: Yea

Yea: 4, Nay: 0, Absent: 1

7.1.1. Approve minutes of the March 11, 2025 board meeting

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

General Fund purchase order #132 in the amount of \$6000.00

General Fund warrants #728 - #825 in the amount of \$256959.87

Bldg Fund purchase orders #35 - #38 in the amount of \$22633.26

Bldg Fund warrants #39 - #46 in the amount of \$8194.81

7.1.3. Approve financial statements for March 1, 2025 through March 31, 2025

7.1.4. Approve transfers within activity account.

7.1.5. Approve activity accounts.

7.1.6. Discussion and possible vote to approve the 2025-2026 Temporary Appropriations.

7.1.7. Discussion and possible vote to approve the contract with Municipal Accounting Systems in the amount of \$5817.30 for the business manager accounting software agreement, and \$4667.91 for the student accounting software agreement for the 2025-2026 school year.

7.1.8. Approve resignations:

Penny Fasset

7.1.9. Approve the compensation of bus driving route for \$35 per route, \$70 per day, and vo-tech route at \$55 per day for the 2025-2026 school year.

7.2. Vote to convene into executive session to discuss the employment of certified teachers and support personnel for the 2025-2026 school year.

Motion to convene into executive session for the purpose of discussing the employment of certified teachers and support personnel for the 2024-2025 school year Passed with a motion by Brian Moore and a second by Mallory Geiger.

Candra Turpin: Absent, Mallory Geiger: Yea, John Hergenrether: Yea, Jeff Milam: Yea, Brian Moore: Yea

Yea: 4, Nay: 0, Absent: 1

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

7.4. Discussion and possible vote to approve/disapprove/table the employment of certified teachers and support staff listed for the 2025-2026 school year, and to direct the

Superintendent to notify teachers or support personnel who have been recommended for non-reemployment of their right to a hearing. Special Education paraprofessionals will be employed on a temporary non-continuing contract contingent on the need to provide paraprofessional services to special needs students for the 2025-2026 school year.

Motion to approve the employment of certified teachers and support staff listed for the 2025-2026 school year Passed with a motion by Brian Moore and a second by John Hergenrether.

Candra Turpin: Absent, Mallory Geiger: Yea, John Hergenrether: Yea, Jeff Milam: Yea, Brian Moore: Yea

Yea: 4, Nay: 0, Absent: 1

8. Discussion and possible vote to approve Reagan Jackson as pool manager for the summer of 2025 at the rate of \$12.00 per hour

Motion to approve Reagan Jackson as pool manager for the summer of 2025 at the rate of \$12.00 per hour Passed with a motion by Brian Moore and a second by Mallory Geiger.

Candra Turpin: Absent, Mallory Geiger: Yea, John Hergenrether: Yea, Jeff Milam: Yea, Brian Moore: Yea

Yea: 4, Nay: 0, Absent: 1

9. Discussion and possible vote to approve Autumn Lee-Shady as pool manager for the summer of 2025 at the rate of \$12.00 per hour

Motion to approve Autumn Lee-Shady as pool manager for the summer of 2025 at the rate of \$12.00 per hour. Passed with a motion by Brian Moore and a second by John Hergenrether.

Candra Turpin: Absent, Mallory Geiger: Yea, John Hergenrether: Yea, Jeff Milam: Yea, Brian Moore: Yea

Yea: 4, Nay: 0, Absent: 1

10. Administrative reports.

10.1. Principal Reports

11. Superintendent report -

12. New business.

13. Adjourn

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Chairperson

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Superintendent

**TREASURER'S CASH BALANCES  
AS OF APRIL 30, 2025**

**FNB OF FLETCHER**

CHECKING .40	
ACTIVITY FUND	\$161,730.72
GENERAL FUND	\$885,257.83
BUILDING FUND	\$244,027.68
SINKING FUND	\$74,498.63
	<b>\$1,365,514.86</b>

TOTAL CASH @ FNB OF FLETCHER	<b>\$1,365,514.86</b>
TOTAL PLEDGES AS OF 4/30/2025	1,938,282.89
	<u>\$0.00</u>

	4/30/2024	4/30/2025	+/-
GENERAL FUND	\$547,746.48	\$885,257.83	\$337,511.35
BUILDING FUND	\$187,132.29	\$244,027.68	\$56,895.39
SINKING FUND	\$82,674.07	\$74,498.63	-\$8,175.44
ACTIVITY FUND	<u>\$158,474.70</u>	<u>\$161,730.72</u>	\$3,256.02
	<b>\$976,027.54</b>	<b>\$1,365,514.86</b>	

## Sterling Schools Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 4/30/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
<b>Fund - 11 GEN FUND-FOR OP</b>						
<b>Series - 1000</b>						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$454,977.00	\$438,674.97	\$16,302.03	\$0.00	96.42%	\$28,894.11
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$3,316.05	\$26,128.02	\$0.00	\$22,811.97	787.93%	\$683.65
Source - 1130 REVENUE IN LIEU OF TAXES	\$0.00	\$310.03	\$0.00	\$310.03	N/A	\$0.00
Source - 1190 OTHER TAXES	\$0.00	\$4,247.44	\$0.00	\$4,247.44	N/A	\$0.00
Source - 1310 INTEREST EARNINGS	\$0.00	\$2,070.79	\$0.00	\$2,070.79	N/A	\$0.00
Source - 1350 INTEREST ON TAXES	\$0.00	\$108.38	\$0.00	\$108.38	N/A	\$6.75
Source - 1410 RENTAL OF SCHOOL FACILITIES	\$0.00	\$400.00	\$0.00	\$400.00	N/A	\$0.00
Source - 1530 DAMAGES TO SCHOOL PROPERTY	\$0.00	\$95.00	\$0.00	\$95.00	N/A	\$0.00
Source - 1540 LOST TEXTBOOKS	\$0.00	\$10.00	\$0.00	\$10.00	N/A	\$0.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$13,508.47	\$0.00	\$13,508.47	N/A	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$0.00	\$10,531.70	\$0.00	\$10,531.70	N/A	\$0.00
Source - 1660 MINERAL ROYALTIES/LEASE REV.	\$0.00	\$96.46	\$0.00	\$96.46	N/A	\$0.00
Source - 1710 STUDENTS' LUNCHES	\$40,404.53	\$33,796.95	\$6,607.58	\$0.00	83.65%	\$3,638.55
Source - 1730 ADULT LUNCHES/BREAKFASTS	\$0.00	\$3,769.85	\$0.00	\$3,769.85	N/A	\$348.60
Source - 1790 OTHER DIST.REVENUE (CHILD NUT)	\$0.00	\$181.02	\$0.00	\$181.02	N/A	\$41.84
<b>Series - 1000 Total</b>	<b>\$498,697.58</b>	<b>\$533,929.08</b>	<b>\$22,909.61</b>	<b>\$58,141.11</b>	<b>107.06%</b>	<b>\$33,613.50</b>
<b>Series - 2000</b>						
Source - 2100 COUNTY 4 MILL AD VALOREM TAX	\$47,000.41	\$49,713.47	\$0.00	\$2,713.06	105.77%	\$6,569.09
Source - 2200 COUNTY APPORT. (MORTGAGE TAX)	\$7,178.66	\$8,318.25	\$0.00	\$1,139.59	115.87%	\$829.39
<b>Series - 2000 Total</b>	<b>\$54,179.07</b>	<b>\$58,031.72</b>	<b>\$0.00</b>	<b>\$3,852.65</b>	<b>107.11%</b>	<b>\$7,398.48</b>
<b>Series - 3000</b>						
Source - 3110 GROSS PRODUCTION TAX	\$400.00	\$256.76	\$143.24	\$0.00	64.19%	\$28.87
Source - 3120 MOTOR VEHICLE COLLECTIONS	\$140,000.00	\$106,147.28	\$33,852.72	\$0.00	75.82%	\$12,492.25
Source - 3130 RURAL ELECTRIC COOP.TAX	\$85,000.00	\$75,340.48	\$9,659.52	\$0.00	88.64%	\$8,593.13
Source - 3140 STATE SCHOOL LAND EARNINGS	\$55,000.00	\$48,822.05	\$6,177.95	\$0.00	88.77%	\$5,049.31
Source - 3150 VEHICLE TAX STAMPS	\$200.00	\$188.74	\$11.26	\$0.00	94.37%	\$31.95
Source - 3210 FOUNDATION AND SALARY INCEN.	\$1,676,049.00	\$1,376,469.05	\$299,579.95	\$0.00	82.13%	\$152,941.00
Source - 3250 EDUCATION FLEX.BENEFIT ALLOW.	\$275,000.00	\$228,236.23	\$46,763.77	\$0.00	82.99%	\$25,323.44
Source - 3415 READING SUFFICIENCE ACT	\$2,500.00	\$6,330.41	\$0.00	\$3,830.41	253.22%	\$0.00
Source - 3420 STATE TEXTBOOK	\$20,359.00	\$20,359.16	\$0.00	\$0.16	100.00%	\$0.00
Source - 3435 REDBUD GRANT	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 3436 SCHOOL RESOURCE OFFICER PGM	\$159,927.89	\$161,210.79	\$0.00	\$1,282.90	100.80%	\$0.00
Source - 3690 MISC. SOURCES OF STATE REVENUE	\$2,000.00	\$0.00	\$2,000.00	\$0.00	0.00%	\$0.00
Source - 3720 STATE MATCHING	\$1,500.00	\$849.53	\$650.47	\$0.00	56.64%	\$0.00
Source - 3811 COMP. HS VOC. SALARY REIM.	\$7,920.00	\$8,340.00	\$0.00	\$420.00	105.30%	\$0.00

## Sterling Schools

## Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 4/30/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 3812 VOC. PROG. INCENTIVE ASSIST.	\$25,800.00	\$15,750.00	\$10,050.00	\$0.00	61.05%	\$0.00
<b>Series - 3000 Total</b>	<b>\$2,451,655.89</b>	<b>\$2,048,300.48</b>	<b>\$408,888.88</b>	<b>\$5,533.47</b>	<b>83.55%</b>	<b>\$204,459.95</b>
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$2,000.00	\$1,978.00	\$22.00	\$0.00	98.90%	\$1,036.00
Source - 4140 TITLE VII INDIAN EDUCATION	\$11,064.00	\$8,772.34	\$2,291.66	\$0.00	79.29%	<del>\$1,447.16</del>
Source - 4180 TITLE VI SMALL RURAL SCHOOL	\$33,524.00	\$33,233.27	\$290.73	\$0.00	99.13%	\$166.19
Source - 4210 TITLE I-BASIC PROGRAM	\$50,000.00	\$29,094.94	\$20,905.06	\$0.00	58.19%	\$5,616.20
Source - 4271 TITLE II PART A TEACHER/PRIN T	\$10,000.00	\$11,092.83	\$0.00	\$1,092.83	110.93%	\$0.00
Source - 4310 INDIV.WITH DISABIL.IDEA -B	\$69,310.93	\$43,550.32	\$25,760.61	\$0.00	62.83%	\$5,708.22
Source - 4340 PRESCHOOL AGES 3-5 IDEA-B	\$2,084.35	\$2,084.35	\$0.00	\$0.00	100.00%	\$0.00
Source - 4442 TITLE IV LEAS FORMULA	\$10,000.00	\$10,000.00	\$0.00	\$0.00	100.00%	\$0.00
Source - 4445 BIPARTISAN SAFER COMM ACT	\$75,526.92	\$30,814.81	\$44,712.11	\$0.00	40.80%	\$2,803.06
Source - 4710 LUNCHES	\$95,000.00	\$70,790.40	\$24,209.60	\$0.00	74.52%	\$8,052.83
Source - 4720 BREAKFASTS	\$35,000.00	\$26,007.00	\$8,993.00	\$0.00	74.31%	\$2,936.30
<b>Series - 4000 Total</b>	<b>\$393,510.20</b>	<b>\$267,418.26</b>	<b>\$127,184.77</b>	<b>\$1,092.83</b>	<b>67.96%</b>	<b>\$27,765.96</b>
Series - 5000						
Source - 5160 ACTIVITY FUND REIMBURSEMENT	\$15,000.00	\$17,500.00	\$0.00	\$2,500.00	116.67%	\$0.00
Source - 5600 CORRECTING ENTRY	\$0.00	\$281.50	\$0.00	\$281.50	N/A	\$0.00
<b>Series - 5000 Total</b>	<b>\$15,000.00</b>	<b>\$17,781.50</b>	<b>\$0.00</b>	<b>\$2,781.50</b>	<b>118.54%</b>	<b>\$0.00</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$299,919.44	\$299,919.44	\$0.00	\$0.00	100.00%	\$0.00
<b>Series - 6000 Total</b>	<b>\$299,919.44</b>	<b>\$299,919.44</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>100.00%</b>	<b>\$0.00</b>
<b>Fund - 11 GEN FUND-FOR OP Total</b>	<b>\$3,712,962.18</b>	<b>\$3,225,380.48</b>	<b>\$558,983.26</b>	<b>\$71,401.56</b>	<b>86.87%</b>	<b>\$273,237.89</b>

## Sterling Schools Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 4/30/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 21 Building						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$65,025.39	\$62,695.28	\$2,330.11	\$0.00	96.42%	\$4,129.63
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$273.48	\$3,734.47	\$0.00	\$3,460.99	1365.54%	\$97.72
Source - 1130 REVENUE IN LIEU OF TAXES	\$0.00	\$44.25	\$0.00	\$44.25	N/A	\$0.00
Source - 1190 OTHER TAXES	\$0.00	\$607.10	\$0.00	\$607.10	N/A	\$0.00
Source - 1310 INTEREST EARNINGS	\$0.00	\$740.11	\$0.00	\$740.11	N/A	\$0.00
<b>Series - 1000 Total</b>	<b>\$65,298.87</b>	<b>\$67,821.21</b>	<b>\$2,330.11</b>	<b>\$4,852.45</b>	<b>103.86%</b>	<b>\$4,227.35</b>
Series - 3000						
Source - 3435 REDBUD GRANT	\$50,000.00	\$60,147.58	\$0.00	\$10,147.58	120.30%	\$0.00
<b>Series - 3000 Total</b>	<b>\$50,000.00</b>	<b>\$60,147.58</b>	<b>\$0.00</b>	<b>\$10,147.58</b>	<b>120.30%</b>	<b>\$0.00</b>
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$10,000.00	\$29,955.00	\$0.00	\$19,955.00	299.55%	\$13,313.00
<b>Series - 4000 Total</b>	<b>\$10,000.00</b>	<b>\$29,955.00</b>	<b>\$0.00</b>	<b>\$19,955.00</b>	<b>299.55%</b>	<b>\$13,313.00</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$233,771.51	\$233,771.51	\$0.00	\$0.00	100.00%	\$0.00
<b>Series - 6000 Total</b>	<b>\$233,771.51</b>	<b>\$233,771.51</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>100.00%</b>	<b>\$0.00</b>
<b>Fund - 21 Building Total</b>	<b>\$359,070.38</b>	<b>\$391,695.30</b>	<b>\$2,330.11</b>	<b>\$34,955.03</b>	<b>109.09%</b>	<b>\$17,540.35</b>

## Sterling Schools

### Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 4/30/2025

	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	\$75,475.16	\$0.00	\$75,475.16	N/A	\$4,970.38
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$4,985.51	\$0.00	\$4,985.51	N/A	\$130.29
Source - 1130 REVENUE IN LIEU OF TAXES	\$0.00	\$59.39	\$0.00	\$59.39	N/A	\$0.00
Source - 1190 OTHER TAXES	\$0.00	\$805.72	\$0.00	\$805.72	N/A	\$0.00
Source - 1310 INTEREST EARNINGS	\$0.00	\$78.62	\$0.00	\$78.62	N/A	\$0.00
<b>Series - 1000 Total</b>	<b>\$0.00</b>	<b>\$81,404.40</b>	<b>\$0.00</b>	<b>\$81,404.40</b>	<b>N/A</b>	<b>\$5,100.67</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$86,426.73	\$0.00	\$86,426.73	N/A	\$0.00
<b>Series - 6000 Total</b>	<b>\$0.00</b>	<b>\$86,426.73</b>	<b>\$0.00</b>	<b>\$86,426.73</b>	<b>N/A</b>	<b>\$0.00</b>
<b>Fund - 41 Sinking Total</b>	<b>\$0.00</b>	<b>\$167,831.13</b>	<b>\$0.00</b>	<b>\$167,831.13</b>	<b>N/A</b>	<b>\$5,100.67</b>

## Sterling Schools Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 4/30/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
<b>Fund - 60 SCHOOL ACTIVITY FNDS</b>						
<b>Series - 1000</b>						
Source - 1310 INTEREST EARNINGS	\$0.00	\$680.62	\$0.00	\$680.62	N/A	\$70.43
Source - 1460 COMMISSIONS	\$0.00	\$5,061.97	\$0.00	\$5,061.97	N/A	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$0.00	\$31,016.03	\$0.00	\$31,016.03	N/A	\$3,130.00
Source - 1810 ADMISSIONS	\$0.00	\$28,046.00	\$0.00	\$28,046.00	N/A	\$1,975.00
Source - 1830 CONCESSIONS	\$0.00	\$9,064.70	\$0.00	\$9,064.70	N/A	\$428.40
Source - 1850 FEES, PENALTIES, AND FINES	\$0.00	\$10,185.00	\$0.00	\$10,185.00	N/A	\$1,435.00
Source - 1870 STATE PLAY-OFF REVENUE	\$0.00	\$1,050.00	\$0.00	\$1,050.00	N/A	\$1,050.00
Source - 1880 SUPPLIES & MAT.SOLD TO STUD.	\$0.00	\$25.00	\$0.00	\$25.00	N/A	\$25.00
Source - 1890 OTHER ATHLETIC REVENUE	\$0.00	\$2,632.25	\$0.00	\$2,632.25	N/A	\$0.00
Source - 1910 ADMISSIONS	\$0.00	\$14,745.75	\$0.00	\$14,745.75	N/A	\$847.00
Source - 1920 CONCESSION SALES	\$0.00	\$47,948.48	\$0.00	\$47,948.48	N/A	\$6,762.21
Source - 1950 RESALE MERCH.(NOT STU. STORE)	\$0.00	\$156,531.95	\$0.00	\$156,531.95	N/A	\$8,440.00
Source - 1970 STUDENT CLUBS & ORGANIZATIONS	\$0.00	\$8,981.64	\$0.00	\$8,981.64	N/A	\$0.00
Source - 1971 FEES OR DUES	\$0.00	\$8,482.00	\$0.00	\$8,482.00	N/A	\$995.00
Source - 1990 OTHER SCHOOL ACT.FUND RECEIPTS	\$0.00	\$10,031.70	\$0.00	\$10,031.70	N/A	\$231.00
<b>Series - 1000 Total</b>	<b>\$0.00</b>	<b>\$334,483.09</b>	<b>\$0.00</b>	<b>\$334,483.09</b>	<b>N/A</b>	<b>\$25,389.04</b>
<b>Series - 5000</b>						
Source - 5120 CASH OR CHANGE	\$0.00	\$1,500.00	\$0.00	\$1,500.00	N/A	\$0.00
<b>Series - 5000 Total</b>	<b>\$0.00</b>	<b>\$1,500.00</b>	<b>\$0.00</b>	<b>\$1,500.00</b>	<b>N/A</b>	<b>\$0.00</b>
<b>Fund - 60 SCHOOL ACTIVITY FNDS Total</b>	<b>\$0.00</b>	<b>\$335,983.09</b>	<b>\$0.00</b>	<b>\$335,983.09</b>	<b>N/A</b>	<b>\$25,389.04</b>

# Sterling Schools

## Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 4/30/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
<b>Report Total</b>	\$4,082,155.09	\$4,131,012.53	\$561,313.37	\$610,170.81	101.20%	\$321,267.95

**Board Meeting Date: MAY 13, 2025**

**FY 25 GENERAL FUND**

**Vote to approve warrants #826 thru #925 in the amount of \$246223.31**

**FY 25 BUILDING FUND**

**Vote to approve warrants #39 in the amount of \$5800.00**

**Vote to approve warrants #47 thru #52 in the amount of \$21686.02**

## Sterling Schools

## Payment Register

Options: Year: 2024-2025, Fund Account: GEN FUND-FOR OP, Date Range: 4/1/2025 - 4/30/2025, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Date Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
2025	11	826	04/04/2025	AFC			4/4/2025	4/30/2025	11	\$125.50
2025	11	827	04/04/2025	BEN E KEITH			4/4/2025	4/30/2025	11	\$7,600.64
2025	11	828	04/04/2025	BEST CHOICE PLUMBING			4/4/2025	4/30/2025	11	\$385.00
2025	11	829	04/04/2025	RACHEL BUSH			4/4/2025	4/30/2025	11	\$2,000.00
2025	11	830	04/04/2025	CABLE'S			4/4/2025	4/30/2025	11	\$1,895.76
2025	11	831	04/04/2025	AIMEE CARTER, PT			4/4/2025	4/30/2025	11	\$305.30
2025	11	832	04/04/2025	SIERRA DODSON			4/4/2025	4/30/2025	11	\$45.73
2025	11	833	04/04/2025	GOVERNMENT ACCOUNT SERVICES			4/4/2025	4/30/2025	11	\$143.92
2025	11	834	04/04/2025	ROBERTSON THERAPY SERVICES, LLC			4/4/2025	4/30/2025	11	\$1,256.40
2025	11	835	04/04/2025	KIEL ROWAN			4/4/2025	4/30/2025	11	\$287.75
2025	11	836	04/04/2025	SUMMIT UTILITIES OKLAHOMA INC			4/4/2025	4/30/2025	11	\$2,061.33
2025	11	837	04/04/2025	TOWN OF STERLING			4/4/2025	4/30/2025	11	\$2,422.13
2025	11	838	04/09/2025	MICHELLE ANDERSON	PD		4/9/2025			\$0.00
2025	11	839	04/09/2025	GINA K BARRETT	PD		4/9/2025			\$0.00
2025	11	840	04/09/2025	SHEILA BARTLETT	PD		4/9/2025			\$0.00
2025	11	841	04/09/2025	TAMRA BARTLETT	PD		4/9/2025			\$0.00
2025	11	842	04/09/2025	KYLEE BIRDWELL	PD		4/9/2025			\$0.00
2025	11	843	04/09/2025	MADISON BRADSHAW	PD		4/9/2025			\$0.00
2025	11	844	04/09/2025	TAYLOR BREAK	PD		4/9/2025			\$0.00
2025	11	845	04/09/2025	LETISHA BREAK	PD		4/9/2025			\$0.00
2025	11	846	04/09/2025	KELLEY BRIDGES	PD		4/9/2025			\$0.00
2025	11	847	04/09/2025	RONITA BRIDGES	PD		4/9/2025			\$0.00
2025	11	848	04/09/2025	AMANDA BUDD	PD		4/9/2025			\$0.00
2025	11	849	04/09/2025	RHIANNON PATTERSON	PD		4/9/2025			\$0.00
2025	11	850	04/09/2025	LACEY CLEMENTS	PD		4/9/2025			\$0.00
2025	11	851	04/09/2025	ANNA F CURRY	PD		4/9/2025			\$0.00
2025	11	852	04/09/2025	MARTIN CURRY	PD		4/9/2025			\$0.00
2025	11	853	04/09/2025	STACEY D DAVIS JAY	PD		4/9/2025			\$0.00
2025	11	854	04/09/2025	MAUDIE ELIZABETH DAVIS	PD		4/9/2025			\$0.00
2025	11	855	04/09/2025	SIERRA DODSON	PD		4/9/2025			\$0.00
2025	11	856	04/09/2025	ALISHA M ESTRADA	PD		4/9/2025			\$0.00
2025	11	857	04/09/2025	GENTRIE MORGAN EZELL	PN		4/9/2025	4/30/2025	11	\$534.10
2025	11	858	04/09/2025	PENNY FASSETT	PD		4/9/2025			\$0.00
2025	11	859	04/09/2025	ZOE FOREHAND	PD		4/9/2025			\$0.00
2025	11	860	04/09/2025	TASHA GARRETT	PD		4/9/2025			\$0.00
2025	11	861	04/09/2025	ASHLEY HALE	PD		4/9/2025			\$0.00
2025	11	862	04/09/2025	JANIE INGRAM	PD		4/9/2025			\$0.00
2025	11	863	04/09/2025	RAEGAN J JACKSON	PD		4/9/2025			\$0.00
2025	11	864	04/09/2025	PAUL JEWELL	PD		4/9/2025			\$0.00
2025	11	865	04/09/2025	CASEY JOHNSON	PD		4/9/2025			\$0.00
2025	11	866	04/09/2025	TONYA JORDAN	PD		4/9/2025			\$0.00
2025	11	867	04/09/2025	LORI A KING	PD		4/9/2025			\$0.00
2025	11	868	04/09/2025	AUTUMN LEE SHADY	PD		4/9/2025			\$0.00
2025	11	869	04/09/2025	AMANDA LEWIS	PD		4/9/2025			\$0.00
2025	11	870	04/09/2025	ASHLYN MCCLURE	PD		4/9/2025			\$0.00
2025	11	871	04/09/2025	MARANDA MILAM	PD		4/9/2025			\$0.00
2025	11	872	04/09/2025	STEPHANIE MILLER	PD		4/9/2025			\$0.00
2025	11	873	04/09/2025	CHANDRA MONROE	PD		4/9/2025			\$0.00
2025	11	874	04/09/2025	KIM MOORE	PD		4/9/2025			\$0.00
2025	11	875	04/09/2025	MIKE OWENS	PD		4/9/2025			\$0.00
2025	11	876	04/09/2025	TRENT PARRISH	PD		4/9/2025			\$0.00
2025	11	877	04/09/2025	MARCELA GAMBOA PUCCIO	PD		4/9/2025			\$0.00
2025	11	878	04/09/2025	KIEL ROWAN	PD		4/9/2025			\$0.00

# Sterling Schools

## Payment Register

**Options:** Year: 2024-2025, Fund Account: GEN FUND-FOR OP, Date Range: 4/1/2025 - 4/30/2025, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
2025	11	879	04/09/2025	JESSICA SMART	PD		4/9/2025			\$0.00
2025	11	880	04/09/2025	RHONDA TEHAUNO	PD		4/9/2025			\$0.00
2025	11	881	04/09/2025	JENNIFER TAYLOR	PD		4/9/2025			\$0.00
2025	11	882	04/09/2025	SHELDON THORNTON	PD		4/9/2025			\$0.00
2025	11	883	04/09/2025	LINDA SUE WARNER	PD		4/9/2025			\$0.00
2025	11	884	04/09/2025	CHRISTOPHER WILMETH	PD		4/9/2025			\$0.00
2025	11	885	04/09/2025	JACOB WILSON	PD		4/9/2025			\$0.00
2025	11	886	04/09/2025	JAYSON D WILSON	PD		4/9/2025			\$0.00
2025	11	887	04/09/2025	MICHELE WOOLBRIGHT	PD		4/9/2025			\$0.00
2025	11	888	04/09/2025	AMERICAN FIDELITY ASSURANCE CO	R		4/9/2025	4/30/2025	11	\$3,094.64
2025	11	889	04/09/2025	AMERICAN FIDELITY ASSURANCE CO	R		4/9/2025	4/30/2025	11	\$216.67
2025	11	890	04/09/2025	American Fidelity HSA Admin	R		4/9/2025	4/30/2025	11	\$100.00
2025	11	891	04/09/2025	CCOSA	R		4/9/2025	4/30/2025	11	\$73.50
2025	11	892	04/09/2025	INTERNAL REVENUE SERVICE	R		4/9/2025	4/30/2025	11	\$30,315.85
2025	11	893	04/09/2025	FNB OF FLETCHER	R		4/9/2025	4/30/2025	11	\$109,704.09
2025	11	894	04/09/2025	COUNSEL TRUST COMPANY	R		4/9/2025	4/30/2025	11	\$1,115.00
2025	11	895	04/09/2025	OMES	R		4/9/2025	4/30/2025	11	\$30,063.40
2025	11	896	04/09/2025	OKLAHOMA TAX COMMISSION	R		4/9/2025	4/30/2025	11	\$4,179.00
2025	11	897	04/09/2025	OK TEACHERS' RETIREMENT SYSTEM	R		4/9/2025	4/30/2025	11	\$24,892.62
2025	11	898	04/09/2025	PROFESSIONAL OK. EDUCATORS FOU	R		4/9/2025	4/30/2025	11	\$378.25
2025	11	899	04/09/2025	STERLING CHILD NUTRITION FUND	R		4/9/2025	4/30/2025	11	\$561.15
2025	11	900	04/09/2025	TEXAS LIFE INS COMPANY	R		4/9/2025	4/30/2025	11	\$479.63
2025	11	901	04/09/2025	UNUM Life Insurance	R		4/9/2025	4/30/2025	11	\$225.16
2025	11	902	04/09/2025	INTERNAL REVENUE SERVICE	R		4/9/2025	4/30/2025	11	\$114.76
2025	11	903	04/09/2025	FNB OF FLETCHER	R		4/9/2025	4/30/2025	11	\$640.12
2025	11	904	04/09/2025	OK TEACHERS' RETIREMENT SYSTEM	R		4/9/2025	4/30/2025	11	\$123.75
2025	11	905	04/09/2025	RONITA BRIDGES	PD		4/9/2025			\$0.00
2025	11	906	04/18/2025	ADVANCED PEST AND TERMITES, LLC			4/18/2025	4/30/2025	11	\$85.00
2025	11	907	04/18/2025	ALLIANCE NETWORK SOLUTIONS, LLC			4/18/2025			\$650.00
2025	11	908	04/18/2025	AMAZON CAPITAL SERVICES, INC			4/18/2025	4/30/2025	11	\$1,621.93
2025	11	909	04/18/2025	BENNETT'S			4/18/2025	4/30/2025	11	\$724.12
2025	11	910	04/18/2025	SHANE BURK GLASS AND MIRROR			4/18/2025	4/30/2025	11	\$325.14
2025	11	911	04/18/2025	ELECTION BOARD			4/18/2025	4/30/2025	11	\$411.55
2025	11	912	04/18/2025	CULLIGAN'S			4/18/2025	4/30/2025	11	\$25.40
2025	11	913	04/18/2025	DIAMOND D PERFORMANCE TIRE & L			4/18/2025	4/30/2025	11	\$232.90
2025	11	914	04/18/2025	ELAN FINANCIAL SERVICES			4/18/2025	4/30/2025	11	\$879.65
2025	11	915	04/18/2025	FIFTH AVENUE PROCESSING			4/18/2025	4/30/2025	11	\$365.62
2025	11	916	04/18/2025	FIRST NATIONAL BANK OF FLETCHER			4/18/2025	4/30/2025	11	\$8,500.00
2025	11	917	04/18/2025	TOMMY GARDNER			4/18/2025	4/30/2025	11	\$2,148.00
2025	11	918	04/18/2025	GOLDEN TRIANGLE TIRE			4/18/2025			\$720.00
2025	11	919	04/18/2025	HD SUPPLY			4/18/2025	4/30/2025	11	\$418.03
2025	11	920	04/18/2025	JARED AUTO PARTS			4/18/2025			\$328.88
2025	11	921	04/18/2025	OSSBA EMPLOYMENT SERVICES			4/18/2025	4/30/2025	11	\$60.00
2025	11	922	04/18/2025	PARAGON			4/18/2025	4/30/2025	11	\$44.92
2025	11	923	04/18/2025	SAM'S CLUB/SYNCHRONY BANK			4/18/2025	4/30/2025	11	\$55.42
2025	11	924	04/18/2025	JANICE RENEE WILSON			4/18/2025	4/30/2025	11	\$100.00
2025	11	925	04/23/2025	TIGER PAW QUICK MART			4/23/2025	4/30/2025	11	\$3,185.60

<b>Non-Payroll Total:</b>	<b>\$39,411.62</b>
<b>Payroll Total:</b>	<b>\$206,811.69</b>
<b>Balance Forward:</b>	<b>\$2,095,598.22</b>
<b>Total:</b>	<b>\$2,341,821.53</b>

### Sterling Schools Encumbrance Register

**Options:** Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 39 - 999, Fund(s): Building

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	39	05/01/2025	23002	ALCANTAR CONSTRUCTION LLC	BRICKWORK BASEBALL BUILDING	5,800.00
<b>Non-Payroll Total:</b>						<b>\$5,800.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$5,800.00</b>

## Sterling Schools Payment Register

**Options:** Year: 2024-2025, Fund Account: Building, Date Range: 4/1/2025 - 4/30/2025, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Date Type	Date Registered	Clearing Date	Clearing No	Amount
2025	21	47	04/04/2025	BEST CHOICE PLUMBING		4/4/2025	4/30/2025	11	\$902.00
2025	21	48	04/09/2025	DODSON AND ASSOCIATES CONTRAC		4/9/2025	4/30/2025	11	\$11,915.86
2025	21	49	04/10/2025	BARKERS BUILDINGS CONSTRUCTION		4/10/2025	4/30/2025	11	\$8,015.00
2025	21	50	04/18/2025	ADVANCED PEST AND TERMITE, LLC		4/18/2025	4/30/2025	11	\$70.00
2025	21	51	04/18/2025	BEST CHOICE PLUMBING		4/18/2025	4/30/2025	11	\$635.00
2025	21	52	04/18/2025	JANIE INGRAM		4/18/2025			\$148.16
<b>Non-Payroll Total:</b>									<b>\$21,686.02</b>
<b>Payroll Total:</b>									<b>\$0.00</b>
<b>Balance Forward:</b>									<b>\$126,129.76</b>
<b>Total:</b>									<b>\$147,815.78</b>

# Sterling Schools

## Cash Balances

**Options:** Fiscal Years: 2025, Funds: 60, As Of Date: 4/30/2025, Account Types: AC

### Cash By Account and Fund

AC 0102	FNB FLETCHER/ACTIVITY FUND			
2025	60	SCHOOL ACTIVITY FNDS		\$161,730.72
			Total AC 0102	\$161,730.72
				<u>\$161,730.72</u>

### Cash By Fund

2025	60	SCHOOL ACTIVITY FNDS		\$161,730.72
				<u>\$161,730.72</u>

## Sterling Schools

### Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 4/1/2025 - 4/30/2025

	<b>Begin Balance</b>	<b>Receipts</b>	<b>Adjusting Entries</b>	<b>Payments</b>	<b>Cash End Balance</b>	<b>Unpaid POs</b>	<b>End Balance</b>
801 HIGH SCHOOL	\$1,976.70	\$460.43	\$0.00	\$549.96	\$1,887.17	\$0.00	\$1,887.17
802 ATHLETICS	\$14,671.53	\$5,263.40	\$0.00	\$9,117.59	\$10,817.34	\$0.00	\$10,817.34
803 FCCLA NATIONAL CONFERENCE	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
804 FCA	\$87.45	\$6.00	\$0.00	\$19.98	\$73.47	\$0.00	\$73.47
805 FLOWER FUND	\$86.61	\$0.00	\$0.00	\$0.00	\$86.61	\$0.00	\$86.61
806 FFA	\$45,502.05	\$4,605.00	\$0.00	\$5,784.69	\$44,322.36	\$0.00	\$44,322.36
807 FCCLA	\$2,217.84	\$1,394.00	\$0.00	\$2,138.17	\$1,473.67	\$0.00	\$1,473.67
808 ACADEMIC TEAM	\$287.81	\$0.00	\$0.00	\$0.00	\$287.81	\$0.00	\$287.81
809 POOL	\$1,982.87	\$2,500.00	\$0.00	\$0.00	\$4,482.87	\$0.00	\$4,482.87
810 AG SCHOLARSHIP	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00	\$0.00	\$2,700.00
811 STUDENT COUNCIL	\$3,588.24	\$1,004.00	\$0.00	\$701.80	\$3,890.44	\$0.00	\$3,890.44
813 LIBRARY	\$2,780.90	\$0.00	\$0.00	\$554.02	\$2,226.88	\$0.00	\$2,226.88
815 JH & HS CHEERLEADING	\$3,768.98	\$3,671.86	\$0.00	\$3,363.85	\$4,076.99	\$0.00	\$4,076.99
816 YEARBOOK	\$15,741.86	\$230.00	\$0.00	\$0.00	\$15,971.86	\$0.00	\$15,971.86
817 PROM	\$2,037.45	\$125.00	\$0.00	\$773.78	\$1,388.67	\$0.00	\$1,388.67
818 ELEMENTARY	\$3,321.74	\$2,228.50	\$0.00	\$2,142.96	\$3,407.28	\$0.00	\$3,407.28
819 GENERAL SCHOLARSHIP FUNDS	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00	\$0.00	\$2,250.00
820 JAMES BRAGG SCHOLARSHIP	\$540.41	\$0.00	\$0.00	\$0.00	\$540.41	\$0.00	\$540.41
821 BASEBALL BUILDING	\$5,596.15	\$0.00	\$0.00	\$0.00	\$5,596.15	\$0.00	\$5,596.15
822 E SPORTS	\$401.29	\$375.00	\$0.00	\$514.20	\$262.09	\$0.00	\$262.09
823 4H	\$460.00	\$0.00	\$0.00	\$0.00	\$460.00	\$0.00	\$460.00
830 TEACHER/SUPPORT OF YEAR	\$117.52	\$0.00	\$0.00	\$0.00	\$117.52	\$0.00	\$117.52
847 2025 SENIORS	\$26,973.72	\$0.00	\$0.00	\$2,891.66	\$24,082.06	\$0.00	\$24,082.06
848 2026 SENIORS	\$24,541.53	\$3,525.85	\$0.00	\$1,165.34	\$26,902.04	\$0.00	\$26,902.04
849 2027 SENIORS	\$3,927.03	\$0.00	\$0.00	\$0.00	\$3,927.03	\$0.00	\$3,927.03
<b>Total</b>	<b>\$166,059.68</b>	<b>\$25,389.04</b>	<b>\$0.00</b>	<b>\$29,718.00</b>	<b>\$161,730.72</b>	<b>\$0.00</b>	<b>\$161,730.72</b>

**STERLING PUBLIC SCHOOLS**  
**ACTIVITY FUND TRANSFER FORM**

AMOUNT 415.91

FROM 817 Prom  
ACTIVITY FUND SUB-ACCOUNT

TO 848 Jr Class 2021  
ACTIVITY FUND SUB-ACCOUNT

PURPOSE return unused prom \$


\_\_\_\_\_

\_\_\_\_\_

AUTHORIZED BY   
ACTIVITY FUND SPONSOR

\_\_\_\_\_

ACTIVITY FUND CUSTODIAN

  
PRINCIPAL

\_\_\_\_\_

SUPERINTENDENT

DATE OF BOARD APPROVAL 5.13.25

STERLING PUBLIC SCHOOLS  
ACTIVITY FUND TRANSFER FORM

AMOUNT 415.90

FROM 817 Prom  
ACTIVITY FUND SUB-ACCOUNT

TO 847 Sr Class 2025  
ACTIVITY FUND SUB-ACCOUNT

PURPOSE return unused prom \$

AUTHORIZED BY [Signature]  
ACTIVITY FUND SPONSOR

ACTIVITY FUND CUSTODIAN

[Signature]  
PRINCIPAL

SUPERINTENDENT

DATE OF BOARD APPROVAL 5.13.25

***CRW Consulting E-rate Services, LLC***  
***Program Year 2026 (Year 29)***  
***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 2026 (services to be discounted generally from 07/01/2026 – 06/30/2027). 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 Category 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 6/30/2037 for Category One Funding (this will be at the earliest 9/30/2037 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.** Bidding cycles may be longer than 28 days, but 28 days is the minimum bid 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 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 minimum 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 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 responsibility to complete the Competitive Bidding Process by evaluating any valid bids received.
  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 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 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. Wide Area Network (WAN) design services (creating a detailed Request for Proposal) for WANs (possibly included detailed Fiber routes) are available at \$120 per hour, if the Agent is directed to provide those services by the Applicant.

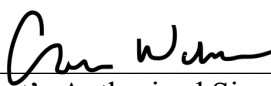
“Category Two Applications” are defined as applications including “Internal Connections and/or “Basic Maintenance of Internal Connections” and/or “Managed Internal Broadband Services.” Full payment for Category Two Applications is 3% of the total funded amount featured on the Applicant’s “Funding Decision Commitment Letter.” The total Category Two Payment for this contract shall not exceed \$20,000. 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 \_\_\_\_\_, 2025

\_\_\_\_\_  
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

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

# Sterling Public School

## PHYSICAL THERAPY SERVICES AGREEMENT

This Agreement is made and entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 2025 by and between Aimee Carter Physical Therapy (Contractor) and **Sterling Public School** for the school year 2025-2026.


The parties agree as follows:

1. Contractor will provide Physical Therapy duties for students attending **Sterling Public School** without regards to sex, race, color, religion, national origin, or handicap needing and ordered Physical Therapy.
2. As full compensation for its services hereunder, **Sterling Public School** agree to pay Contractor \$70.00 per hour and \$0.55 per mile for travel and duties performed for services requiring a licensed PT/PTA.
3. Contractor will provide evidence upon request of licensure by the state of Oklahoma.
4. Contractor will maintain confidentiality of any privileged information learned regarding the student's or family member's medical, educational, or personal information.
5. This agreement shall be terminated upon the first to occur of the following:
  - (i) In the event the Contractor and **Sterling Public School** shall agree in writing, this Agreement may be terminated.
  - (ii) This Agreement may be terminated at any time for any reason whatsoever by either party upon 30 days prior written notice of termination.
  - (iii) This Agreement shall terminate forthwith in the event **Sterling Public School** shall fail to pay to Contractor any compensation payable.
6. Contractor shall maintain, at Contractor's sole cost and expense, professional liability insurance.
7. This Agreement is to be construed according to the laws of the State of Oklahoma and Oklahoma State Board of Medical Licensure and Supervision (OSBMLS).
8. The term of this agreement shall be for the school year and any Extended School Year (ESY) services deemed necessary.
9. This Agreement contains the entire understanding of the parties with respect to the subject matter of this Agreement. This Agreement supersedes all prior agreements and understandings between the parties with respect to its subject matter.
10. Only a written instrument duly executed by all of the parties involved may amend this Agreement.

**Sterling Public School:**

\_\_\_\_\_  
Mr. Trent Parrish, Superintendent  
Sterling Public School

**Contractor:**

  
\_\_\_\_\_  
Aimee Carter, MPT  
Physical Therapist/Owner

## SPEECH LANGUAGE PATHOLOGY CONTRACT

This is a binding contract between **Sterling Public Schools** and **Rachel Bush** for the provision of **Speech Therapy services**. This contract shall be for the **2025-2026** school year. **Sterling Public Schools** agrees to reimburse **Rachel Bush** at a flat rate weekly fee of **\$556.00** which is calculated for the entire academic/36 week calendar school year. Furthermore, **Sterling Public Schools** agrees to figure **monthly/10** month compensation at a rate of **\$2,000.00** (\$20,000.00 total) for all related and direct speech therapy services provided. There is no stipulation as to hours per day or days per week or as to how these services shall be provided (i.e., sessions may be in-person or under contingency plan options which may be virtual/mailed home packets/Emailed lessons with instruction and only therapist missed/cancelled days will be deducted). **Sterling Public Schools** will receive a monthly invoice at the 1<sup>st</sup> of each month and agrees to issue compensation within a “timely manner”. Both parties agree that this contract shall remain in force and binding for the entire 36 week academic year and may not be amended unless both parties agree on any said changes. Signature from both parties will indicate acceptance of these terms.

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Sterling Public Schools

Date

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Rachel Bush

Date

STERLING PUBLIC SCHOOLS  
OCCUPATIONAL THERAPY  
SERVICES AGREEMENT

This agreement is made and entered into as of this \_\_\_\_ day of \_\_\_\_\_, by and between Robertson Therapy Services, LLC (Contractor) and Sterling Public Schools for the school year 2025-2026.

The parties agree as follows:

1. Contractor will provide Occupational Therapy duties for students attending Sterling Public Schools without regards to sex, race, color, religion, national origin, or handicap needing and ordered occupational therapy.
2. As full compensation for its services hereunder, Sterling Public Schools agrees to pay Contractor \$65.00 per hour for duties performed. Also, the occupational therapist will be paid drive time and mileage (\$0.55/mile).
3. Contractor will provide evidence of licensure by the state of Oklahoma.
4. Contractor will maintain confidentiality of any privileged information learned regarding the student's or family member's medical, educational, or personal information.
5. This agreement shall also be terminated upon the first to occur of the following:
  - (i) In the event the Contractor and Sterling Public Schools shall agree in writing, this Agreement may be terminated.
  - (ii) This Agreement may be terminated at any time for any reason whatsoever by either party upon 30 days prior written notice of termination.
  - (iii) This Agreement shall terminate forthwith in the event Sterling Public Schools shall fail to pay to Contractor any compensation payable.
6. Contractor shall maintain, at Contractor's sole expense, professional liability insurance.
7. This Agreement is to be construed according to the laws of the State of Oklahoma.
8. This Agreement contains the entire understanding of the parties with respect to the subject matter of this Agreement. This Agreement supersedes all prior agreements and understandings between the parties with respect to its subject matter.
9. Only a written instrument duly executed by all of the parties involved may amend this Agreement.

Sterling Public Schools

\_\_\_\_\_  
Superintendent

Contractor:

Ashley Robertson, OTR/L  
Ashley Robertson, OTR/L  
Robertson Therapy Services, LLC

**Sterling Public Schools**

**Parent Involvement Policy**

**2025 - 2026**

## **STERLING PUBLIC SCHOOLS**

**PURPOSE:** Sterling Public Schools promote parent involvement as mandated by the Oklahoma State Department of Education and work as equal partners with parents in providing quality learning experiences for every student, every day, without exception.

Sterling Public Schools believe and acknowledge that parent involvement raises the academic achievement level of students. When parents take an active role in educating their children, parents become empowered, teacher morale improves, and communities grow stronger. Sterling Schools shall involve parents in the education of their children at all grade levels. The Superintendent or his/her designee shall provide coordination, technical assistance, and other support necessary to assist in planning and implementing effective parent involvement activities to improve student academic achievement and school performance. The Oklahoma State Department of Education establishes that to build capacity for parent involvement within schools, a district is to “develop jointly with, agree on with, and distribute to parents of participating children a written Parent Involvement Policy.”

Sterling Public Schools believe that empowering parents to insist on improvement and giving them options regarding their children’s education, helps the district realize its vision to provide a quality education for all students. As a result of this belief, Sterling Schools shall create an environment of supportive and collaborative parent involvement.

### **PART I. GENERAL EXPECTATIONS**

Sterling Public Schools agree to implement the following statutory requirements:

- The school district will put into operation: programs, activities, and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school district will incorporate this district-wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.

- In carrying out the Title I, Part A parental involvement policy requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA, in an understandable and uniform format, and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- The school district will be governed by the following statutory definition of parental involvement, and expect that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:

*Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school district activities, to include ensuring—*

*(A) that parents play an integral role in assisting their child's learning;*

*(B) that parents are encouraged to be actively involved in their child's education at school;*

*(C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*

*(D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

## **PART II. DISTRICT-WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. Sterling Public Schools will take the following actions to involve parents in the joint development of its district-wide parental involvement plan under section 1112 of the ESEA:

- Through information in administrative newsletters and on the school website, parents will be invited to serve on planning committees.
- Parents will be invited to review the draft plan and also to serve on committees when the plans need to be reviewed and/or updated.

2. Sterling Public Schools will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

- A parent survey will be distributed in the spring.

- Dissemination of test scores and API will be included in administrative newsletters.
- Notice of Title I meetings will be published in local newspapers, in administrative newsletters, and/or posted on the school's website. Notification may also be made through the use of the school's automated phone system or on the onecall App.
- School Report Card will be published yearly.

3. Sterling Public Schools will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

- The principals and superintendent will coordinate activities that help parents monitor their child's progress, provide academic support, participate in the decision-making process, volunteer, and be involved in community activities.
- During after school programs, parents may visit the school library with their children and read with them.
- Teacher newsletters will communicate components being covered, methods for parents to utilize in assisting their children with academic subjects, and the types of evaluation procedures that will be used to determine academic progress.
- The school's automated phone system and weekly newsletters will be utilized to keep parents informed about upcoming activities.
- Materials will be available in our Parent Resource Center for parents to check out to assist them in helping their children build upon their math, reading, and language arts skills at home. These will include handouts pertaining to educational topics, as well as, schedules, policies, and other information.

4. Sterling Public Schools will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs:

- Pre-Kindergarten is part of the Sterling Public School System and is housed at the same site as the elementary and high school. All parental involvement policies for Sterling Schools apply to Pre-Kindergarten, as well.

5. Sterling Public Schools will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

- A Parent Survey will be disseminated. Information will be reviewed and actions taken to make necessary changes to increase parental involvement. In addition, if necessary, parental involvement policies will be revised (with the involvement of parents).

6. Sterling Public Schools will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:

*(A) the State's academic content standards;*

*(B) the State's student academic achievement standards;*

*(C) the State and local academic assessments including alternate assessments;*

*(D) the requirements of Part A;*

*(E) how to monitor their child's progress; and*

*(F) how to work with educators, utilizing the school website, parental workshops, and parent-teacher conferences.*

- The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement. Parental training will be given in the use of technology (such as the internet) in order to monitor activities and information posted on the school and community websites. Also, this training would provide parents with skills necessary to communicate with teachers and other parents via the internet. Through the use of teacher and principal newsletters, parents would be given key tips, guidelines for the essential components of reading and math, and key website lists as a tool to locate further information.
- The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals, and other staff, in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents; implement and coordinate parent programs; build ties between parents and schools by providing professional development activities; and include parents in the development of training. Also, the school district will provide websites with information on parental involvement, as well as, disseminate information in administrative newsletters, staff meetings, through the use of the school's automated phone system, and the SchoolWay App.
- The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs, conduct activities with other supplemental programs, and also provide Parent Resource Centers that encourage and support parents in more fully participating in the education of their children.

### **PART III. DISCRETIONARY DISTRICT-WIDE PARENTAL INVOLVEMENT**

## **POLICY COMPONENTS**

Sterling Public Schools may implement the following:

- provide necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonable and available sources of funding for that training;
- train parents to enhance the involvement of other parents;
- arrange school meetings at a variety of times, in order to maximize parental involvement, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- adopt and implement model approaches to improving parental involvement;
- establish a district-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and,
- provide other reasonable support for parental involvement activities under section 1118, as parents may request.

### **PART IV. ADOPTION.**

This district-wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of all children in this Title I, Part A School.

This policy was adopted by Sterling Public Schools on \_\_\_\_\_ and will be in effect for the period of one year. The school district will make this policy available to all parents.

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*(Signature of Authorized Official)*

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## **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 Sterling 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 Sterling 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 Sterling school district and the Principal assigned by Sterling 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, 2025 through June 30, 2026.

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

## CONTRACT-TRANSPORTATION

THIS AGREEMENT made and entered into this 1<sup>st</sup> day of July, in the year 2025 by and between **STERLING PUBLIC SCHOOL SYSTEM, STERLING, OK**, hereinafter referred to as "Employer" and **ALLIED LAB, INC.**, hereinafter referred to as "CONTRACTOR".

### WITNESSETH:

WHEREAS, EMPLOYER operates the DISTRICT, and is in need of having certain services provided by CONTRACTOR, and

WHEREAS, CONTRACTOR has submitted to EMPLOYER exclusive pricing to perform certain services to the EMPLOYER, and

WHEREAS, EMPLOYER has accepted said exclusive pricing, contract and proposal.

NOW, THEREFORE, IN CONSIDERATION OF mutual covenants and agreements of the parties hereto to be well and truly observed and faithfully kept and performed by them and each of them, it is agreed by and between parties hereto as follows:

## ARTICLE 1

### SCOPE OF WORK

CONTRACTOR will, in a good, substantial and workmanlike manner and in conformity with the plans and specifications prepared by the EMPLOYER OR EMPLOYERS representative for the project described as

### DRUG AND ALCOHOL TESTING

Said plans and specifications being incorporated herein by reference as an integral part of this Contract provide all labor and furnish all materials, and equipment necessary to perform all of the work required in connection with the making of improvements required by said plans and specifications. **ALL SERVICES PROVIDED BY CONTRACTOR SHALL BE AS REQUIRED BY STANDARDS OF WORKPLACE DRUG AND ALCOHOL TESTING ACT-TITLE 40 OF THE OKLAHOMA STATUTES, AND BY 49 CFR PART 40 OF THE FEDERAL REGISTAR GOVERNING TESTING AUTHORITY OF FMCSA IN COMPLIANCE WITH CLEARINGHOUSE AND D.O.T. MANDATORY REGULATIONS. ALL COLLECTION EVENTS WILL BE COMPLETED BY STATE LICENSED AND FEDERAL DEPARTMENT OF TRANSPORTATION CERTIFIED PERSONNEL OF ALLIED LAB, INC, LAWTON, OK. OSDH LICENSE #8003**

## ARTICLE II

### WORKMEN EQUIPMENT AND MATERIALS

CONTRACTOR will, at all times, during the progress of said work, provide sufficient number of workmen of suitable skill and proficiency, and will at all times during the progress of said work, furnish and supply all needed materials of suitable and proper kind and quality and will furnish all necessary machinery, equipment and tools.

## ARTICLE III

### CONTRACT PRICE

EMPLOYER shall pay the CONTRACTOR for the complete performance of the services outlined in this contract, at the agreed upon per unit pricing.

**ARTICLE IV**  
**ACCEPTANCE**

CONTRACTOR agrees that payment shall not be made by EMPLOYER until work has been approved by EMPLOYER.

**ARTICLE V**  
**PAYMENT**

PAYMENT shall be due the CONTRACTOR thirty (30) days after the inspection and approval of all services provided for EMPLOYER OR EMPLOYER REPRESENTATIVES,

Upon written notice that all work has been completed and is ready for acceptance, EMPLOYER OR EMPLOYERS REPRESENTATIVE, shall promptly make such inspection, and provided that the service is done in conformity with this contract, then EMPLOYER shall notify the CONTRACTOR, in writing, and the entire amount of the services provided shall be paid with THIRTY (30) days to the CONTRACTOR.

**ARTICLE VI**  
**ASSIGNMENT**

CONTRACTOR shall not assign or transfer this contract, nor sublet it as a whole, without written consent of EMPLOYER; CONTRACTOR shall provide EMPLOYER with a list of any subcontractors used by CONTRACTOR in connection with the work required hereinafter.

The term of this contract shall commence on July 1, 2025 and expired on June 30, 2026 at 11:59PM CST, unless renewed by agreement of both parties hereto.

IN WITNESS WHEREOF, the parties has caused this contract to be executed the day and year first above written.

**EMPLOYER:**

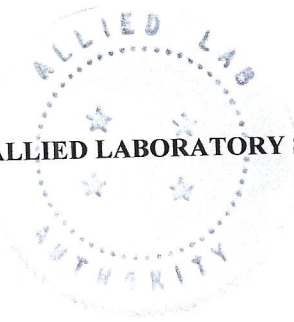
STERLING SCHOOL SYSTEM  
P.O. BOX 158  
STERLING, OK 73567

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
AUTHORIZED SCHOOL REPRESENTATIVE  
WITNESS: \_\_\_\_\_

**CONTRACTOR:**

ALLIED LAB, INC  
BY: DW DATE: 5/16/25  
DEANA M. WALTERS, PRESIDENT  
DIRECTOR OF BUSINESS OPERATIONS

ALLIED LABORATORY SEAL



**EXHIBIT (A)**

**SERVICES**

**PRICING**

FEDERAL/D.O.T. 5 PANEL URINE DRUG TEST (marijuana, cocaine, amphetamines, 6-mam, ecstasy, opiates, PCP)	<b><u>\$45.00 PER UNIT</u></b>
BREATH ALCOHOL TEST (detects alcohol for up to 4-8 hours in deep lung air)	<b>\$20.00 PER UNIT*</b>
TRIP CHARGE PER UNIT	<b>\$10.00 PER UNIT</b>

\_\_\_\_\_  
DATE: \_\_\_\_\_  
**School Administration Authorized Signature**

  
\_\_\_\_\_  
DATE: 5/6/25  
**Allied Lab Authorized Signature**





## OSSBA Membership Renewals

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

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

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

Minutes Clerk Name: \_\_\_\_\_

Minutes Clerk Email: \_\_\_\_\_

Is the Superintendent New For the 2025-2026 School Year?  Yes  No

Is the Superintendent a First-Year Superintendent?  Yes  No

The district wishes to subscribe/renew the following memberships and services:

- OSSBA Membership
- Policy Services
- Employment Services
- Assemble Meetings
- Superintendent Evaluation
- Connections

\_\_\_\_\_  
Board Clerk (*Board clerk's signature is a grant of permission to receive faxes from OSSBA*)

Date of Board Approval \_\_\_\_\_ PO # \_\_\_\_\_



Oklahoma Teacher & Leader Effectiveness

*Please Scan and Email a signed copy to [info@OKTLE.com](mailto:info@OKTLE.com)*

or

Mail to: **OKTLE**  
2801 N. Lincoln Blvd., Suite 226  
Oklahoma City, OK 73105

or

Fax to: 405-495-2610

**LICENSE AGREEMENT**

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

**RECITALS:**

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

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

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

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

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

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

4. **License Fee.**

**OKTLE – Teacher Evaluation**

**\$27.50 per teacher**

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

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

\_\_\_\_\_ teachers

X \_\_\_\_\_ per teacher

**OKTLE TOTAL** \_\_\_\_\_

**McRel – Leader Evaluation**

~~\$200.00 per Leader/Principal~~

**\$160.00 per Leader/Principal for OKTLE districts**

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

\_\_\_\_\_ Leaders/Principals,

X \$160.00 per Leader/Principal

**McREL TOTAL** \_\_\_\_\_

**SEES - Support Employee Evaluation**

~~\$20.00 per employee~~

**\$16.00 per employee for OKTLE districts**

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

\_\_\_\_\_ support employees

X \$16.00 per employee

**SEES TOTAL** \_\_\_\_\_

**TOTAL 2025-2026 SCHOOL YEAR COST** \_\_\_\_\_

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

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

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

8. **Miscellaneous.**

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

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

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

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

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

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

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

**EMPLOYEE EVALUATION SYSTEMS, INC.**

By:   
\_\_\_\_\_  
President

**“EES”**

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

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

**“DISTRICT”**