



STILLWATER BOARD OF EDUCATION  
Tuesday, July 8, 2025

**6:30 PM Regular Meeting**  
**Stillwater Public Schools Administration Building**  
**314 South Lewis Street**  
**Stillwater, OK 74074**

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. COMMUNICATIONS/PUBLIC INTEREST
  - A. Superintendent's Report
  - B. Board Communication
  - C. Public Comments - *Patrons who wish to address the Board of Education shall be required to submit form BED-E prior to the start of the meeting*
4. CONSENT AGENDA (Action)

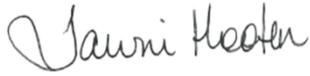
*All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one board vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration,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

  - A. June 6, 2025, Special Meeting Minutes
  - B. June 10, 2025, Special Meeting Minutes
  - C. June 10, 2025, Regular Meeting Minutes
  - D. Transfer and Summary of Activity Account Funds
  - E. Sanctioning Accounts for 2025-2026
  - F. Change Orders, Encumbrances and Accounts Payable (approval of encumbrance numbers as listed):  
2024-2025 General Fund (11) Encumbrances #20251598 totaling \$9,426.00  
2024-2025 Bond 31 Fund Encumbrances #20251597 totaling \$215,660.00  
  
2025-2026 General Fund Encumbrances #2026-11-3 – 2026-11-90 totaling \$5,402,390.69  
2025-2026 Building Fund (21) Encumbrances #2026-21-1 totaling \$3,000.00  
2025-2026 Child Nutrition Fund (22) Encumbrances #2026-22-1 – 2026-22-29 totaling \$2,040,312.88  
2025-2026 Bond 31 Fund Encumbrances #2026-31-1 – 2026-31-2 totaling \$89,257.84  
2025-2026 Bond 33 Fund Encumbrances #2026-33-1 – 2026-33-111 totaling \$1,124,567.25  
2025-2026 Sinking Fund (41) Encumbrances #2026-41-1 totaling \$719,856.25
  - G. Annual Activity Fund Planning and Approval Packages for FY 2025-2026
  - H. Educational Services FY2025-2026 Agreements
    1. Amira
    2. Oklahoma State University Community Service Federal Work Study
  - I. Out-of-State Travel Requests:
    3. SHS Varsity Football will be traveling to Springdale, Arkansas on July 11, 2025
  - J. Reading and Approval of Policy EKBA- Strong Readers Act
  - K. Consider and Vote to Approve or Not Approve Willowbrook, Inc. use of CM Contingency and Allowances for the SPS Bond 2023 HS Phase I Construction Project
  - L. Consider and Vote to Approve or Not Approve Willowbrook, Inc. use of Owner Contingency and Allowances for the SPS Bond 2023 HS Phase I and Phase II PA Wing Construction Project
  - M. Consider and Vote to Approve or Not Approve Bus and District Equipment Surplus
  - N. Consider and Vote to Approve or Not Approve Change Order #2 for the SPS Sangre Ridge, Middle School, Field House, and PAC HVAC and Roof Replacement projects

- O. Consider and vote to approve or not approve the Response Service Agreement with Blackmon Mooring/BMS-Cat, LLC.
- P. Adjunct Instructors for 2025-2026:
  - 4. Barry Fuxa (Stillwater High School)
  - 5. Jeana Bateson (Meridian Technology Center)
- Q. Consider and Vote to Approve the new US Foods/Premier Fee-Per-Case Schedule
- 5. BUSINESS/FINANCE
  - A. Treasurers Report
- 6. OPERATIONS
  - 6. Bond 2023 Update
- 7. ADJOURNMENT
  - A. Vote to Adjourn (**Action**)

This agenda was posted on the inside of the front door (visible from outside the building) of the Administration Building (314 S. Lewis), and on the School District's website located [www.stillwaterschools.com](http://www.stillwaterschools.com) on July 7, 2025, at 4:00p.m. Notice of this regular meeting was given to the Payne County Clerk prior to December 15, 2024.

STILLWATER BOARD OF EDUCATION



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Tawni Hooten, Clerk



Stillwater Public Schools Administration  
Building  
314 South Lewis Street  
Stillwater, OK 74074

## **Minutes of Special Meeting**

Friday, June 6, 2025 9:00 AM Central

Attendance Taken at 9:06 AM.

Marshall Baker: Present  
Rachel Dillin: Present  
Roberta Douglas: Present  
Tim Riley: Present  
Gay Washington: Present

### **1. Board of Education Call to Order and Roll Call**

President Douglas called the meeting to order at 9:06 a.m. Roll call was taken by Ms. Hooten, Board/Minutes Clerk. Attendance confirms there is a quorum of the board to proceed.

### **2. Proposed Executive Session to Discuss the Following:**

A. Proposed Executive Session for the purpose of confidential communications between the Board of Education and its attorney concerning the pending investigation into the handling of grievances of students S1, S2, and S3, the Board having been advised by its attorney that disclosure will seriously impair the ability of the Board to conduct the investigation in the public interest, pursuant to OKLA. STAT. tit. 25, Section 307 (B)(4).

### **3. Vote to Convene in Executive Session (Action)**

I move to convene into Executive Session at 9:07 a.m. This motion, made by Tim Riley and seconded by Rachel Dillin, **Carried**.

Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

### **4. President's Acknowledgment of the Return of the Board to Open Session**

President Douglas acknowledged the Board back to open session at 11:09 a.m.

## **5. Statement of Executive Session Minutes**

The following statement was provided by MARSHALL BAKER. The Executive Session convened at 9:07 a.m. During the Executive Session, the following people were present: Roberta Douglas, Rachel Dillin, Tim Riley, Dr. Gay Washington, Dr. Marshall Baker, Dr. Janet Vinson, Tyler Bridges (9:07 a.m. - 10:28 a.m., 10:32 a.m. - 11:08 a.m.), and Samantha Marshall, RFR Attorney (9:07 a.m. - 10:28 a.m., 10:32 a.m. - 11:08 a.m.) In the Executive Session, the Board discussed the confidential communications between the Board of Education and its attorney concerning the pending investigation into the handling of grievances of students S1, S2, and S3, the Board having been advised by its attorney that disclosure will seriously impair the ability of the board to conduct the investigation in the public interest, pursuant to OKLA. STAT. tit 25, Section 307 (B)(4). Nothing else was discussed in the Executive Session. No votes were taken in the Executive Session. This will constitute the minutes of the Executive Session.

## **6. Vote to approve or not approve the following Change Orders, Encumbrances, and Accounts Payable items as listed and attached.**

2024-2025 General Fund (11) totaling \$758,657.74  
2024-2025 Building Fund (21) totaling \$1,043,750.23  
2024-2025 Child Nutrition (22) Program Fund totaling \$165,698.68  
2024-2025 Bond Fund (31) (2017) totaling \$20,000.00  
2024-2025 Bond Fund (32) (2023) totaling \$1,084,495.25  
2024-2025 Bond Fund (33) (2023) totaling \$128,258.00  
2024-2025 Sinking Fund (41) totaling \$13,963,757.50

I move to approve the change orders, encumbrances, and accounts payable as presented. This motion, made by Gay Washington and seconded by Marshall Baker, **Carried.**

Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

## **7. Vote to approve or not approve the Resolution Authorizing the Application of Independent School District No 16, Payne County, Oklahoma, for an Opioid Abatement Grant.**

I move to approve the Resolution Authorizing the Application of Independent School District No 16, Payne County, Oklahoma, for an Opioid Abatement Grant as presented. This motion, made by Rachel Dillin and seconded by Gay Washington, **Carried.**

Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

## **8. Vote to adjourn (Action)**

I move to adjourn at 11:18 a.m. This motion, made by Marshall Baker and seconded by Rachel Dillin, **Carried.**

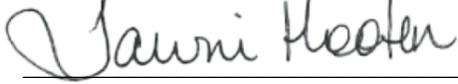
Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

STILLWATER BOARD OF EDUCATION

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Roberta Douglas, President

STILLWATER BOARD OF EDUCATION



(SEAL)

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Tawni Hooten, Board & Minutes Clerk

These minutes were officially approved by the Stillwater Board of Education on July 8, 2025.



Stillwater Public Schools Administration  
Building  
314 South Lewis Street  
Stillwater, OK 74074

## **Minutes of Special Meeting**

Tuesday, June 10, 2025 5:00 PM Central

### **1. Board of Education Call to Order and Roll Call**

President Douglas called the meeting to order at 5:00 p.m. Roll call was taken by Ms. Hooten, Board/Minutes Clerk. Attendance confirms there is a quorum of the board to proceed.

### **2. Proposed Executive Session to Discuss the Following:**

A. Proposed executive session to discuss the employment, appointment, or resignation of those employees listed on attached Exhibit A. 25 O.S. Section 307(B)(1)

B. Evaluation of the Acting Superintendent (a routine evaluation session that the Board may conduct monthly) Pursuant to Executive Session Authority – OKLA. STAT. tit. 25 sect 307(B)(1) and (7)

### **3. Vote to Convene in Executive Session (Action)**

I move to convene into Executive Session at 5:01 p.m. This motion, made by Tim Riley and seconded by Gay Washington, **Carried.**

Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

### **4. President's Acknowledgment of the Return of the Board to Open Session**

President Douglas acknowledged the Board back to open session at 6:07 p.m.

### **5. Statement of Executive Session Minutes**

The following statement was provided by MARSHALL BAKER. The Executive Session convened at **5:01** p.m. During the Executive Session, the following people were present: Roberta Douglas, Rachel Dillin, Tim Riley, Dr. Gay Washington, Dr. Marshall Baker, Dr. Janet Vinson,

Mr. Tyler Bridges (5:01 p.m. – 6:07 p.m.), Dr. Trent Swanson (5:01 p.m.- 5:14 p.m.). In the Executive Session, the Board discussed the appointments, resignations, and employment recommendations listed on Exhibit A of the agenda as authorized by OKLA. STAT. tit. 25 Section 307(B)(1), the evaluation of the Superintendent as authorized by OKLA. STAT. tit. 25 Section 307(B)(1) and (7). Nothing else was discussed in the Executive Session. No votes were taken in the Executive Session. This will constitute the minutes of the Executive Session.

**6. Consider and Vote to Approve Appointments, Resignations and Employment Recommendations Listed on Exhibit A of the Agenda. (Action)**

I move to approve the appointments, resignations, and employment recommendations as listed on Exhibit A of the agenda. This motion, made by Rachel Dillin and seconded by Gay Washington, **Carried.**

Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

**7. Consider and Vote to Approve or Not Approve Memorandums of Understandings for Stillwater Public Schools and Community Partners for Sheltering and Relocation Assistance (Action)**

I move to approve the MOUs as presented. This motion, made by Marshall Baker and seconded by Rachel Dillin, **Carried.**

Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

**8. Vote to adjourn (Action)**

I move to adjourn at 6:16 p.m. This motion, made by Gay Washington and seconded by Tim Riley, **Carried.**

Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

STILLWATER BOARD OF EDUCATION

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Roberta Douglas, President

STILLWATER BOARD OF EDUCATION



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Tawni Hooten, Board & Minutes Clerk

(SEAL)

These minutes were officially approved by the Stillwater Board of Education on July 8, 2025.



Stillwater Public Schools Administration  
Building  
314 South Lewis Street  
Stillwater, OK 74074

## **Minutes of General Meeting**

Tuesday, June 10, 2025 6:30 PM Central

Attendance Taken at 6:30 PM.

Marshall Baker: Present  
Rachel Dillin: Present  
Roberta Douglas: Present  
Tim Riley: Present  
Gay Washington: Present

### **1. CALL TO ORDER AND ROLL CALL**

President Douglas called the meeting to order at 6:30 p.m. Roll call was taken by Tawni Hooten, Board/Minutes clerk. Attendance confirms there is a quorum of the board to proceed.

### **2. PLEDGE OF ALLEGIANCE**

President Douglas asked everyone to stand as she led the Pledge of Allegiance

### **3. COMMUNICATIONS/PUBLIC INTEREST**

#### **A. Recognitions**

#### **1. Board President's Report on Board Member Appointments to the Following Committees/Sub-Committees, or Assignments for 2025-2026:**

- 1. Bond/Budget: Dr. Marshall Baker and Dr. Gay Washington**
- 2. Educational Services: Tim Riley and Dr. Marshall Baker**
- 3. Human Resources/Technology: Roberta Douglas, Tim Riley**
- 4. Long Range Planning: Rachel Dillon and Dr. Gay Washington**
- 5. Oklahoma State School Boards Association Legislative Liaison: Roberta Douglas**
- 6. Policy Review: Rachel Dillin**
- 7. Safety/Security: Tim Riley**

President Douglas announced the following committees for the upcoming 2025-2026 school year in which the board members would be serving:

1. Bond/Budget: Dr. Marshall Baker and Dr. Gay Washington
2. Educational Services: Tim Riley and Dr. Marshall Baker
3. Human Resources/Technology: Roberta Douglas, Tim Riley
4. Long Range Planning: Rachel Dillon and Dr. Gay Washington
5. Oklahoma State School Boards Association Legislative Liaison: Roberta Douglas
6. Policy Review: Rachel Dillin and Dr. Gay Washington
7. Safety/Security: Tim Riley

#### **B. Acting Superintendent's Report**

Dr. Vinson provided her report to the district.

#### **C. Board Communications**

Board members thanked Dr. Vinson for her time and service to the district, and also spoke about exciting things happening across the district.

#### **D. Public Comments**

***Patrons who wish to address the Board of Education shall be required to submit form BED-E prior to the start of the meeting***

Public Comment was presented by the following individuals who filed form BED-E before the meeting began:

Stacy Laxton spoke on "Advocate for space for STEM

#### **4. CONSENT AGENDA (Action)**

***All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one board 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:***

**A. May 13, 2025, 5:00 p.m. Special Meeting Minutes**

**B. May 13, 2025, 6:30 p.m. Regular Meeting Minutes**

**C. Transfer and Summary of Activity Account Funds**

**D. Nutrition Services Required Meal Price Increase for FY 2025-2026**

**E. Annual Activity Fund Planning and Approval Packages**

**F. Finance/Business Contracts for FY 2025-2026:**

**Finance:**

1. Affinity Marketing (Arvest Bank Affinity Agreement)
2. Arbiter Sports (Pay system for Athletic Refs, Umps, etc.)
3. CCOSA (District Services)
4. Coca-Cola (District Beverage Contract)
5. Hilltop Securities (Bond Arbitrage Rebate Compliance)
6. Municipal Finance Services (Bond Services)
7. OSIG Proposal (Property/Liability Insurance)
8. Rosenstein, Fist, and Ringold (Legal Services)
9. SPEF Contract (Use of Facility Agreement)
10. Sylogist (Accounting System)
11. The Public Finance Law Group (Bond Legal Counsel Services)
12. Tyler Technologies (Accounting Software)

**Nutrition:**

1. Bussell’s Pest Control (Nutrition Pest Control)
2. CNP Renewal Agreement (Annual Nutrition Agreement)
3. Cybersoft Renewal Quote (Nutrition Software)
4. EcoLab (Chemicals and Cleaners)
5. Great Plains Coca-Cola Proposal (Coke products for Secondary)
6. Hiland Dairy Bid (Milk and Dairy)
7. Klement Proposal (Frozen Treats for Secondary)
8. ODAFF (Grant for Local Produce)
9. SFSP Agreement (Summer Food Service)
10. US Foods Bid (Groceries, Small Equipment, and Cleaning Supplies)

**G. Encumbrances, Change Orders and Accounts Payable (approval of encumbrance numbers as listed):**

2024-2025 General Fund Encumbrances (11) #20251595 totaling \$79.80  
 2024-2025 Bond 32 Fund Encumbrances (32) #20251596 totaling \$9,922.75

**H. Policy Second Reading and Approval:**

<u>Policy</u>	<u>Name</u>
<u>BFA</u>	<u>Board Policies</u>
<u>CHC</u>	<u>Bids and Quotations</u>
<u>CFBB-E</u>	<u>Application for Sanctioning</u>
<u>CFBB-P</u>	<u>Sanctioning of Parent Organizations, Booster Clubs, and Associations (Procedures)</u>
<u>FEA</u>	<u>In-District Transfers</u>

**I. Membership Renewals with Oklahoma State School Boards Association (OSSBA) for FY 2025-2026:**

1. School Membership Dues 2025-2026
2. Policy Services Subscription
3. Assemble Meetings

**J. Appointments and Bond Authorization for each for FY 2025-2026**

1. Tawni Hooten -- Board Clerk and Board Minutes Clerk
2. Annette Turley -- Deputy Board Clerk and Deputy Board Minutes Clerk
3. Kristie Newby -- Board Treasurer
4. Ronald McElliott --Assistant Board Treasurer
5. Shannon Flores -- Encumbrance Clerk

**K. Human Resources FY 2025-2026 Contracts:**

1. American Fidelity Section 125 Flexible Benefit Plan
2. CuraLinc, LLC. (Employee Assistance Agreement)
3. OK Thrive (New Teacher Mentoring Agreement)
4. OSAG (Worker's Compensation Premium)
5. OSSBA (Unemployment Insurance)

**L. Educational Services FY2025-2026 Contracts:**

1. Advanced Therapy Solutions (Speech/Occupational Therapy Evaluations Agreement)
2. Alpha Autism Therapy (Behavioral Therapy Services Agreement)
3. Angela Brand, PT (Physical Therapy Services Agreement)
4. ARH Therapy, Inc. (Occupational Therapy Services Agreement)
5. Big Brothers Big Sisters of Oklahoma (Mentoring Services Agreement)
6. Counseling and Behavior Specialists of Oklahoma, LLC (Behavioral Therapy Services Agreement)
7. CREOKS Health Services (Behavioral Consultation Services Agreement)
8. Danielle Torres (Psychology Services Agreement)
9. Evaluation Works, LLC (Psychology Services Agreement)
10. Golden Oaks
11. GRAND Mental Health (Counseling Services Agreement)
12. Horizon: Digitally (Supplemental Online AP Courses Agreement)
13. Instructure, Inc. (Learning Management System Agreement)
14. Junior Achievement Finance Park (Financial Literacy Curriculum)
15. Meridian Technology Center (Academic Credit Options Agreement)
16. Meridian Technology Center (Gateway to Technology Program Agreement)
17. Motor Mouth Therapy, LLC (Occupational Therapy Services Agreement)
18. MPower (Vocational Services Agreement)
19. Northeastern State University (Student Internship Affiliation Agreement)
20. Oklahoma Human Services (School Based Specialist Agreement)
21. Oklahoma State University Communications Sciences (Speech Language Services Agreement)
22. Oklahoma State University Department of English (Student Teaching Affiliation Agreement)

23. Oklahoma State University Office of Educator Support (Student Teaching Affiliation Agreement)
24. Oklahoma State University Onsite Concurrent Program (Concurrent Programming Agreement)
25. Oklahoma State University School of Allied Health and Rec. (Student Internship Affiliation Agreement)
26. Oklahoma State University School of Psychology (Student Internship Affiliation Agreement)
27. Our Daily Bread (Lincoln Marketplace Agreement)
28. Payne County Youth Services, Inc. (Mental Health Counseling Services Agreement)
29. Shannan Frohock (Hearing Impaired Students Agreement)
30. Specialty Care Pediatrics (Supplemental Staffing Agreement)
31. Stillwater First United Methodist Church (Early Childhood Services Agreement)
32. The Iowa Tribe of Oklahoma (Mental Health Services Agreement)
33. The Saville Center for Child Advocacy (Physical and Mental Health Services Agreement)
34. The University of Central Oklahoma (Student Teaching Affiliation Agreement)
35. The University of Tulsa (Student Internship Affiliation Agreement)
36. Therapy Specialists (Speech/Language Evaluation Services Agreement)
37. United Community Action Program, Inc. (Special Services Agreement)
38. Western Governors University (Student Teaching Affiliation Agreement)
39. Wings of Hope (Student Enrollment Services Agreement)

**M. Activity Fund Custodians and Bonds for each, Co-Signers, Banks and Bank Account Numbers for FY 2025-2026 (Finance)**

**N. Resolution Authorizing the School District Treasurer to Issue Non-Payable Checks and Authorizing the Purchase of the Checks as Investments from other District Funds: (Finance)**

**O. Authorized Representatives and Designated Custodians for FY 2025-2026:(Finance)**

1. Designation of Treasurer, Kristie Newby as Purchasing Agent for Stillwater Independent School District and Designated Custodian for General Fund, Building Fund, Child Nutrition Fund, Bond Funds, and Activity Funds
2. Designation of Superintendent Tyler Bridges as Authorized Representative for All Federal Programs
3. Designation of Technology Director Bryan Bloomer as Authorized Representative for Schools and Libraries Universal Services (E-Rate)

**P. Certificate and Order to the County Clerk and County Treasurer of Payne County, Oklahoma, Authorizing Kristie Newby as Stillwater Public Schools Treasurer**

**Q. Operations FY 2025-2026 Agreements:  
Facilities FY 2025-2026 Agreements:**

1. Air & Earth, Inc. (Asbestos Abatement)
2. Bortec (fiber network, for 25-26 only)
3. Kone Elevator (WW Elevator)
4. OMECorp Genesis Business Systems (Mailing System/Postage Meter)
5. Otis Elevator (Maintenance)
6. Thyssen-Krupp Elevator (Maintenance)

**Operations FY 2025-2026 Agreements:**

1. American Red Cross (Facility Use Agreement)
2. City of Stillwater (School Resource Officer)
3. ClearWater Enterprises, LLC (Natural Gas Supplier)
4. Facilitron Incorporated (Facility Management Software)
5. Green Energy Solutions, LLC (CNG conversion equipment)
6. YMCA Athletics Contract (Facilities Use Agreement)

**Technology FY2025- 2026 Agreements:**

1. Finalsite (Website Services)
2. OneNet (Virtual Firewall)
3. RK Black (Copiers)
4. US Bank Lease (Copiers)
5. United Systems (Infrastructure)
6. Vero Fiber Networks., LLC (Telecom & Infrastructure)

**Transportation FY 2025–2026 Agreements:**

1. Tyler Technologies (Software/Hardware)

**R. Consider to Vote to Approve or Not Approve to Declare District Equipment Surplus**

**S. Vote to Approve or Not Approve the Declare Textbooks as Surplus Property**

**T. Consider and Vote to Approve or Not Approve Change Order No 3 from Firebrand Construction for SPS OES Building Renovation Phase II Project**

**U. Consider and Vote to Approve or Not Approve Change Order No 3 from Firebrand Construction for SPS OES Building Phase II Parking Project**

**V. Consider and Vote to Approve or Not Approve Willowbrook, Inc. use of CM Contingency and Allowances for the SPS Bond 2023 Bond 2023 HS Phase I Construction Project**

**W. Consider and Vote to Approve or Not Approve Willowbrook, Inc. use of Owner Contingency and Allowances for the SPS Bond 2023 Bond 2023 HS Phase I Construction Project**

**X. Out of State Travel Request:**

**1. Stillwater FFA is traveling to Indianapolis, IN for the National FFA Convention from October 11,2025 to November 1, 2025.**

I move to approve the consent agenda as presented. This motion, made by Marshall Baker and seconded by Gay Washington, **Carried.**

Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

**5. BUSINESS/FINANCE**

**A. Consider and Vote to Approve or Not Approve the Treasurer's Report**

I move to approve the Treasurer's report as presented. This motion, made by Tim Riley and seconded by Rachel Dillin, **Carried.**

Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

**B. Vote to Approve or Not Approve the 2025-2026 Budget**

I move to approve the 25-26 budget as presented. This motion, made by Marshall Baker and seconded by Gay Washington, **Carried.**

Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

**6. OPERATIONS**

**A. Receive Bond 2023 Update**

The 2023 Bond update was given by Bo Gamble.

**B. Presentation by Technology Director, Bryan Bloomer on the ratio of devices to students and what the bond allocated for these devices.**

Bryan Bloomer presented.

**7. ADJOURNMENT**

**A. Vote to Adjourn (Action)**

I move to adjourn at 8:03 p.m. This motion, made by Gay Washington and seconded by Rachel Dillin, **Carried.**

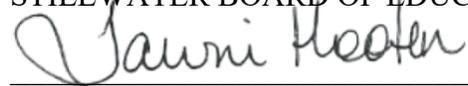
Roberta Douglas: Yes, Rachel Dillin: Yes, Tim Riley: Yes, Gay Washington: Yes, Marshall Baker: Yes

STILLWATER BOARD OF EDUCATION

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Roberta Douglas, President

STILLWATER BOARD OF EDUCATION



(SEAL)

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Tawni Hooten, Board & Minutes Clerk

These minutes were officially approved by the Stillwater Board of Education on July 8, 2025.



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer  
**APPROVED BY:** Tyler Bridges, Superintendent  
**DATE:** Jul 8, 2025

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**AGENDA ITEM:**

Transfer and Summary of Activity Account Funds

**BOARD ACTION REQUESTED:**

Motion to Approve Transfer and Summary of Activity Account Funds as Reconciled

**BACKGROUND INFORMATION:**

The activity fund transfer report reflects requested transfers of funds between sub-accounts as indicated.

The attached summary of individual site activity fund accounts reveals the name of the itemized accounts, opening balances, debits, credits, activity, and balances of the accounts year-to-date. All accounts are reconciled with bank statements at the closing of each week.

## Stillwater School District 16

### Period GL Report

Fiscal Year: 2024-2025

From Date: 7/1/2024

To Date: 7/1/2025

Print accounts with zero balance

SCHOOL ACTIVITY FUND - 60	<u>Opening Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Activity</u>	<u>Ending Balance</u>
<b>ASSET</b>					
60.000.6110.000.000.0000.000.000.2 050 800 CLEARING SW	(\$2,124,400.64)	\$2,178,603.00	(\$54,202.36)	\$2,124,400.64	\$0.00
60.000.9012.000.000.0000.000.000.2 CASH - ACTIVITY ACC	\$2,205,207.42	\$2,627,878.50	(\$2,652,489.55)	(\$24,611.05)	\$2,180,596.37
<b>ASSET TOTAL</b>	<b>\$80,806.78</b>	<b>\$4,806,481.50</b>	<b>(\$2,706,691.91)</b>	<b>\$2,099,789.59</b>	<b>\$2,180,596.37</b>
<b>LIABILITY</b>					
60.000.0000.000.996.0000.000.000.3 DW-INTOUCH ON ACCOU	\$0.00	\$2,401,960.44	(\$2,401,960.44)	\$0.00	\$0.00
<b>LIABILITY TOTAL</b>	<b>\$0.00</b>	<b>\$2,401,960.44</b>	<b>(\$2,401,960.44)</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>FUND BALANCE</b>					
60.800.6110.000.000.0000.000.050.4 CASH FORWARD	(\$80,806.78)	\$0.00	(\$80,646.78)	(\$80,646.78)	(\$161,453.56)
60.801.1990.000.000.0000.000.115.4 NON CATEGORICAL	\$0.00	\$20,167.68	(\$28,395.69)	(\$8,228.01)	(\$8,228.01)
60.801.1990.000.000.0000.000.125.4 NON CATEGORICAL	\$0.00	\$23,566.00	(\$33,054.41)	(\$9,488.41)	(\$9,488.41)
60.801.6110.000.000.0000.000.053.4 801 CURR STUDENT SU	\$0.00	\$10,000.00	(\$150,749.70)	(\$140,749.70)	(\$140,749.70)
60.801.6110.000.000.0000.000.105.4 CASH FORWARD	\$0.00	\$0.00	(\$24,648.21)	(\$24,648.21)	(\$24,648.21)
60.801.6110.000.000.0000.000.115.4 CASH FORWARD	\$0.00	\$0.00	(\$13,464.22)	(\$13,464.22)	(\$13,464.22)
60.801.6110.000.000.0000.000.120.4 FB SK STUDENT SUPPL	\$0.00	\$0.00	(\$19,295.90)	(\$19,295.90)	(\$19,295.90)
60.801.6110.000.000.0000.000.125.4 FB WW STUDENT SUPPL	\$0.00	\$0.00	(\$15,378.01)	(\$15,378.01)	(\$15,378.01)
60.801.6110.000.000.0000.000.130.4 FB WR STUDENT SUPPL	\$0.00	\$0.00	(\$14,452.96)	(\$14,452.96)	(\$14,452.96)
60.801.6110.000.000.0000.000.135.4 FB RI STUDENT SUPPL	\$0.00	\$0.00	(\$10,947.94)	(\$10,947.94)	(\$10,947.94)
60.801.9902.000.000.0000.000.105.4 FUND BAL HP STUDENT	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00
60.801.9902.000.000.0000.000.115.4 FB SR STUDENT SUPPL	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00
60.801.9902.000.000.0000.000.120.4 FB SK STUDENT SUPPL	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00
60.801.9902.000.000.0000.000.125.4 FB WW STUDENT SUPPL	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00
60.801.9902.000.000.0000.000.130.4 FB WR STUDENT SUPPL	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00
60.801.9902.000.000.0000.000.135.4 FB RI STUDENT SUPPL	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00
60.802.6110.000.000.0000.000.115.4 CASH FORWARD	\$0.00	\$10,000.00	(\$10,584.59)	(\$584.59)	(\$584.59)
60.802.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$1,110.33)	(\$1,110.33)	(\$1,110.33)
60.802.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$1,522.34)	(\$1,522.34)	(\$1,522.34)
60.802.6110.000.000.0000.000.705.4 802 COURTESY FUND	\$0.00	\$5,000.00	(\$5,977.50)	(\$977.50)	(\$977.50)
60.802.9902.000.000.0000.000.115.4 FB SR COURTESY/APPR	\$0.00	\$15,000.00	(\$15,000.00)	\$0.00	\$0.00
60.802.9902.000.000.0000.000.705.4 802 COURTESY FUND	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00

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	<u>Opening Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Activity</u>	<u>Ending Balance</u>
<b>FUND BALANCE</b>					
60.803.6110.000.000.0000.000.105.4 CASH FORWARD	\$0.00	\$0.00	(\$4,800.04)	(\$4,800.04)	(\$4,800.04)
60.803.6110.000.000.0000.000.115.4 FB SR LIBRARY	\$0.00	\$0.00	(\$4,674.13)	(\$4,674.13)	(\$4,674.13)
60.803.6110.000.000.0000.000.120.4 FB SK LIBRARY	\$0.00	\$0.00	(\$796.31)	(\$796.31)	(\$796.31)
60.803.6110.000.000.0000.000.125.4 FB WW LIBRARY	\$0.00	\$0.00	(\$6,485.65)	(\$6,485.65)	(\$6,485.65)
60.803.6110.000.000.0000.000.130.4 FB WR LIBRARY	\$0.00	\$0.00	(\$4,538.17)	(\$4,538.17)	(\$4,538.17)
60.803.6110.000.000.0000.000.135.4 FB RI LIBRARY	\$0.00	\$0.00	(\$1,202.20)	(\$1,202.20)	(\$1,202.20)
60.803.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$304.39)	(\$304.39)	(\$304.39)
60.803.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$873.32)	(\$873.32)	(\$873.32)
60.803.6110.000.000.0000.000.705.4 803 LIBRARY FUND	\$0.00	\$0.00	(\$248.07)	(\$248.07)	(\$248.07)
60.804.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$14.79	(\$14.79)	\$0.00	\$0.00
60.805.6110.000.000.0000.000.115.4 FB SR SITE GENERAL	\$0.00	\$0.00	(\$15,787.31)	(\$15,787.31)	(\$15,787.31)
60.805.6110.000.000.0000.000.135.4 FB RI SITE GENERAL	\$0.00	\$0.00	(\$16,832.85)	(\$16,832.85)	(\$16,832.85)
60.805.6110.000.000.0000.000.610.4 FUND BALANCE	(\$300.66)	\$0.00	(\$6,294.30)	(\$6,294.30)	(\$6,594.96)
60.805.6110.000.000.0000.000.700.4 FUND BALANCE	\$0.00	\$0.00	(\$269.09)	(\$269.09)	(\$269.09)
60.805.6110.000.000.0000.000.705.4 805 GENERAL ACTIVIT	\$0.00	\$0.00	(\$1,230.18)	(\$1,230.18)	(\$1,230.18)
60.805.9902.000.000.0000.000.115.4 FB SR SITE GENERAL	\$0.00	\$5,000.00	(\$5,000.00)	\$0.00	\$0.00
60.805.9902.000.000.0000.000.135.4 FB RI SITE GENERAL	\$0.00	\$5,000.00	(\$5,000.00)	\$0.00	\$0.00
60.806.6110.000.000.0000.000.105.4 FB HP FACILITY RENT	\$0.00	\$0.00	(\$4,736.97)	(\$4,736.97)	(\$4,736.97)
60.806.6110.000.000.0000.000.120.4 FB SK FACILITY RENT	\$0.00	\$394.74	(\$465.39)	(\$70.65)	(\$70.65)
60.806.6110.000.000.0000.000.125.4 FB WW FACILITY RENT	\$0.00	\$0.00	(\$52.22)	(\$52.22)	(\$52.22)
60.806.6110.000.000.0000.000.130.4 FB WR FACILITY RENT	\$0.00	\$243.79	(\$13,288.55)	(\$13,044.76)	(\$13,044.76)
60.806.6110.000.000.0000.000.135.4 FB RI FACILITY RENT	\$0.00	\$0.00	(\$1,240.59)	(\$1,240.59)	(\$1,240.59)
60.806.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$2,802.91)	(\$2,802.91)	(\$2,802.91)
60.806.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$2,787.66	(\$6,787.66)	(\$4,000.00)	(\$4,000.00)
60.807.6110.000.000.0000.000.050.4 050 807 SPECIAL EVE	\$0.00	\$0.00	(\$10,439.59)	(\$10,439.59)	(\$10,439.59)
60.807.6110.000.000.0000.000.105.4 FB HP SPECIAL EVENT	\$0.00	\$0.00	(\$15,039.21)	(\$15,039.21)	(\$15,039.21)
60.807.6110.000.000.0000.000.120.4 FB SK SPECIAL EVENT	\$0.00	\$0.00	(\$12,359.96)	(\$12,359.96)	(\$12,359.96)
60.807.6110.000.000.0000.000.125.4 FB WW SPECIAL EVENT	\$0.00	\$0.00	(\$20,041.99)	(\$20,041.99)	(\$20,041.99)
60.807.6110.000.000.0000.000.130.4 FB WR SPECIAL EVENT	\$0.00	\$0.00	(\$13,814.72)	(\$13,814.72)	(\$13,814.72)
60.807.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$5,000.00	(\$8,310.92)	(\$3,310.92)	(\$3,310.92)

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<b>FUND BALANCE</b>					
60.807.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$5,000.00	(\$5,000.00)	\$0.00	\$0.00
60.807.6110.000.000.0000.000.715.4 715 807 TRANS SPECI	\$0.00	\$0.00	(\$16,361.89)	(\$16,361.89)	(\$16,361.89)
60.807.9902.000.000.0000.000.105.4 FB HP SPECIAL EVENT	\$0.00	\$5,000.00	(\$5,000.00)	\$0.00	\$0.00
60.807.9902.000.000.0000.000.120.4 FB SK SPECIAL EVENT	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00
60.807.9902.000.000.0000.000.125.4 FB WW SPECIAL EVENT	\$0.00	\$5,000.00	(\$5,000.00)	\$0.00	\$0.00
60.807.9902.000.000.0000.000.130.4 FB WR SPECIAL EVENT	\$0.00	\$5,000.00	(\$5,000.00)	\$0.00	\$0.00
60.807.9902.000.000.0000.000.505.4 505-807-SPECIAL EVE	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00
60.807.9902.000.000.0000.000.610.4 610-807-SPECIAL EVE	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00
60.808.6110.000.000.0000.000.610.4 FUND BALANCE	\$300.66	\$0.00	(\$300.66)	(\$300.66)	\$0.00
60.809.6110.000.000.0000.000.053.4 809 CURR TEXTBOOKS	\$0.00	\$0.00	(\$3,747.81)	(\$3,747.81)	(\$3,747.81)
60.811.6110.000.000.0000.000.130.4 FB WR CULTURAL NIGH	\$0.00	\$59.45	(\$59.45)	\$0.00	\$0.00
60.812.6110.000.000.0000.000.705.4 812 PARKING FINES	\$0.00	\$0.00	(\$11,443.65)	(\$11,443.65)	(\$11,443.65)
60.813.1990.000.000.0000.000.610.4 NON CATEGORICAL	\$0.00	\$15.00	(\$120.00)	(\$105.00)	(\$105.00)
60.813.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$2,824.60)	(\$2,824.60)	(\$2,824.60)
60.814.1990.000.000.0000.000.054.4 NON CATEGORICAL	\$0.00	\$22.00	(\$2,733.00)	(\$2,711.00)	(\$2,711.00)
60.814.6110.000.000.0000.000.054.4 054 814 CLEARING SW	\$0.00	\$11,172.00	(\$11,347.83)	(\$175.83)	(\$175.83)
60.814.9902.000.000.0000.000.054.4 054 814 CLEARING SW	\$0.00	\$10,500.00	(\$10,500.00)	\$0.00	\$0.00
60.816.6110.000.000.0000.000.705.4 816 PIONEER PANTRY	\$0.00	\$0.00	(\$41,352.39)	(\$41,352.39)	(\$41,352.39)
60.817.6110.000.000.0000.000.705.4 817 PAC FUND	\$0.00	\$0.00	(\$57,712.16)	(\$57,712.16)	(\$57,712.16)
60.818.6110.000.000.0000.000.050.4 818.WORK KEYS FUND	\$0.00	\$0.00	(\$864.00)	(\$864.00)	(\$864.00)
60.820.6110.000.000.0000.000.105.4 FB HP THANKS A LATT	\$0.00	\$0.00	(\$694.88)	(\$694.88)	(\$694.88)
60.823.6110.000.000.0000.000.120.4 FB SK SAFETY/HEALTH	\$0.00	\$1,070.69	(\$1,070.69)	\$0.00	\$0.00
60.824.6110.000.000.0000.000.505.4 SMS EXCHANGE FUND B	\$0.00	\$0.00	(\$38,162.10)	(\$38,162.10)	(\$38,162.10)
60.828.6110.000.000.0000.000.053.4 828 SPED FUND BALAN	\$0.00	\$0.00	(\$22,367.18)	(\$22,367.18)	(\$22,367.18)
60.829.6110.000.000.0000.000.050.4 050 829 TECH FUND	\$0.00	\$0.00	(\$3,951.39)	(\$3,951.39)	(\$3,951.39)
60.830.6110.000.000.0000.000.053.4 830 CURR PROF DEV	\$0.00	\$0.00	(\$26,512.32)	(\$26,512.32)	(\$26,512.32)
60.830.9902.000.000.0000.000.053.4 830 CURR PROF DEV	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00
60.831.1290.000.000.0000.000.053.4 NON CATEGORICAL	\$0.00	\$0.00	(\$5,000.00)	(\$5,000.00)	(\$5,000.00)
60.831.6110.000.000.0000.000.053.4 831 CURR BOOK BUS	\$0.00	\$0.00	(\$920.77)	(\$920.77)	(\$920.77)
60.832.6110.000.000.0000.000.700.4 FUND BAL LA GRADY L	\$0.00	\$0.00	(\$5,350.00)	(\$5,350.00)	(\$5,350.00)

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<b>FUND BALANCE</b>					
60.833.6110.000.000.0000.000.053.4 833 CURR AFTER SCHL	\$0.00	\$0.00	(\$39,493.95)	(\$39,493.95)	(\$39,493.95)
60.834.6110.000.000.0000.000.053.4 834 CURR AFTER SCHL	\$0.00	\$115,000.00	(\$368,137.47)	(\$253,137.47)	(\$253,137.47)
60.834.9902.000.000.0000.000.053.4 834 CURR AFTER SCHL	\$0.00	\$115,000.00	(\$115,000.00)	\$0.00	\$0.00
60.835.6110.000.000.0000.000.053.4 835 CURR TEACHER OF	\$0.00	\$0.00	(\$720.99)	(\$720.99)	(\$720.99)
60.836.6110.000.000.0000.000.050.4 050 836 SUPPORT EE	\$0.00	\$0.00	(\$300.14)	(\$300.14)	(\$300.14)
60.838.6110.000.000.0000.000.050.4 050 838 SUPT FUND	\$0.00	\$0.00	(\$4,024.98)	(\$4,024.98)	(\$4,024.98)
60.839.6110.000.000.0000.000.053.4 ED SERVICES SPEF FU	\$0.00	\$0.00	(\$5,588.18)	(\$5,588.18)	(\$5,588.18)
60.839.6110.000.000.0000.000.105.4 FB HP SPEF	\$0.00	\$0.00	(\$1,752.00)	(\$1,752.00)	(\$1,752.00)
60.839.6110.000.000.0000.000.120.4 FB SK SPEF	\$0.00	\$0.00	(\$2,113.75)	(\$2,113.75)	(\$2,113.75)
60.839.6110.000.000.0000.000.125.4 FB WW SPEF	\$0.00	\$0.00	(\$80.92)	(\$80.92)	(\$80.92)
60.839.6110.000.000.0000.000.130.4 FB WR SPEF	\$0.00	\$0.00	(\$112.00)	(\$112.00)	(\$112.00)
60.839.6110.000.000.0000.000.135.4 FB RI SPEF	\$0.00	\$0.00	(\$172.38)	(\$172.38)	(\$172.38)
60.839.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$5,112.06)	(\$5,112.06)	(\$5,112.06)
60.839.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$4,280.37)	(\$4,280.37)	(\$4,280.37)
60.839.6110.000.000.0000.000.700.4 839 SPEF FUND BALAN	\$0.00	\$0.00	(\$1,496.21)	(\$1,496.21)	(\$1,496.21)
60.839.6110.000.000.0000.000.705.4 839 SPEF GRANT FUND	\$0.00	\$0.00	(\$1,011.24)	(\$1,011.24)	(\$1,011.24)
60.840.6110.000.000.0000.000.053.4 840 FUND BALANCE	\$0.00	\$0.00	(\$283.92)	(\$283.92)	(\$283.92)
60.841.6110.000.000.0000.000.702.4 702 841 VIRTUAL ACA	\$0.00	\$0.00	(\$203.53)	(\$203.53)	(\$203.53)
60.842.6110.000.000.0000.000.050.4 050 842 PUBLIC RELA	\$0.00	\$1,104.42	(\$1,104.42)	\$0.00	\$0.00
60.842.9902.000.000.0000.000.050.4 050 842 PUBLIC RELA	\$0.00	\$1,104.42	(\$1,104.42)	\$0.00	\$0.00
60.843.6110.000.000.0000.000.052.4 843 FACILITIES FUND	\$0.00	\$0.00	(\$4,146.37)	(\$4,146.37)	(\$4,146.37)
60.845.1290.000.000.0000.000.053.4 NON CATEGORICAL	\$0.00	\$0.00	(\$1,376.95)	(\$1,376.95)	(\$1,376.95)
60.845.6110.000.000.0000.000.053.4 845 FUND BALANCE	\$0.00	\$0.00	(\$13,038.52)	(\$13,038.52)	(\$13,038.52)
60.850.1290.000.000.0000.000.700.4 NON CATEGORICAL	\$0.00	\$0.00	(\$4,500.00)	(\$4,500.00)	(\$4,500.00)
60.850.6110.000.000.0000.000.700.4 850 GRANT FUND BALA	\$0.00	\$0.00	(\$15,352.57)	(\$15,352.57)	(\$15,352.57)
60.851.6110.000.000.0000.000.120.4 851 TEACHER GRANTS	\$0.00	\$0.00	(\$2,618.06)	(\$2,618.06)	(\$2,618.06)
60.854.6110.000.000.0000.000.050.4 854 FUND BALANCE	\$0.00	\$0.00	(\$17.52)	(\$17.52)	(\$17.52)
60.856.1990.000.000.0000.000.125.4 NON CATEGORICAL	\$0.00	\$0.00	(\$635.18)	(\$635.18)	(\$635.18)
60.856.6110.000.000.0000.000.125.4 FB WW DONATIONS	\$0.00	\$0.00	(\$2,100.30)	(\$2,100.30)	(\$2,100.30)
60.857.6110.000.000.0000.000.125.4 FB WW PTA DONATIONS	\$0.00	\$0.00	(\$5,212.58)	(\$5,212.58)	(\$5,212.58)

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<b>FUND BALANCE</b>					
60.858.6110.000.000.0000.000.700.4 858 FRIENDS OF LINC	\$0.00	\$0.00	(\$1,371.64)	(\$1,371.64)	(\$1,371.64)
60.859.1290.000.000.0000.000.053.4 NON CATEGORICAL	\$0.00	\$0.00	(\$100.00)	(\$100.00)	(\$100.00)
60.859.6110.000.000.0000.000.053.4 859 CURR HOMELESS	\$0.00	\$0.00	(\$3,272.27)	(\$3,272.27)	(\$3,272.27)
60.860.6110.000.000.0000.000.705.4 860.CLASS OF 63	\$0.00	\$0.00	(\$1,853.00)	(\$1,853.00)	(\$1,853.00)
60.865.6110.000.000.0000.000.050.4 865 CHROMEBOOK FUND	\$0.00	\$0.00	(\$71,209.65)	(\$71,209.65)	(\$71,209.65)
60.874.6110.000.000.0000.000.705.4 874 ADVANCED ART FU	\$0.00	\$0.00	(\$1,467.29)	(\$1,467.29)	(\$1,467.29)
60.876.6110.000.000.0000.000.105.4 FB HP ART	\$0.00	\$0.00	(\$10.02)	(\$10.02)	(\$10.02)
60.876.6110.000.000.0000.000.120.4 FB SK ART	\$0.00	\$146.63	(\$146.63)	\$0.00	\$0.00
60.876.6110.000.000.0000.000.610.4 FB JH ART	\$0.00	\$0.00	(\$791.14)	(\$791.14)	(\$791.14)
60.876.6110.000.000.0000.000.705.4 FB HS ART	\$0.00	\$0.00	(\$449.93)	(\$449.93)	(\$449.93)
60.877.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$755.40	(\$755.40)	\$0.00	\$0.00
60.878.6110.000.000.0000.000.705.4 878 POTTERY FUND	\$0.00	\$0.00	(\$1,950.41)	(\$1,950.41)	(\$1,950.41)
60.880.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$792.20)	(\$792.20)	(\$792.20)
60.883.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$7,123.55)	(\$7,123.55)	(\$7,123.55)
60.884.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$366.74	(\$366.74)	\$0.00	\$0.00
60.885.6110.000.000.0000.000.705.4 885 INSTRUCTIONAL F	\$0.00	\$0.00	(\$11,691.63)	(\$11,691.63)	(\$11,691.63)
60.895.6110.000.000.0000.000.120.4 FB SK INSTRUCTIONAL	\$0.00	\$7.68	(\$7.68)	\$0.00	\$0.00
60.901.6110.000.000.0000.000.705.4 901 ACADEMIC TEAM F	\$0.00	\$0.00	(\$46.54)	(\$46.54)	(\$46.54)
60.903.6110.000.000.0000.000.705.4 903 AFRICAN AM STUD	\$0.00	\$0.00	(\$477.59)	(\$477.59)	(\$477.59)
60.904.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$1,692.53)	(\$1,692.53)	(\$1,692.53)
60.904.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$26.18)	(\$26.18)	(\$26.18)
60.904.6110.000.000.0000.000.705.4 904 ART CLUB FUND	\$0.00	\$0.00	(\$958.70)	(\$958.70)	(\$958.70)
60.905.6110.000.000.0000.000.705.4 905 BAND FUND	\$0.00	\$0.00	(\$101,685.31)	(\$101,685.31)	(\$101,685.31)
60.906.6110.000.000.0000.000.705.4 906 BEST BUDDIES FU	\$0.00	\$0.00	(\$2,248.57)	(\$2,248.57)	(\$2,248.57)
60.907.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$1,404.08)	(\$1,404.08)	(\$1,404.08)
60.907.6110.000.000.0000.000.705.4 907 BETA CLUB FUND	\$0.00	\$0.00	(\$4,941.29)	(\$4,941.29)	(\$4,941.29)
60.909.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$209.40)	(\$209.40)	(\$209.40)
60.909.6110.000.000.0000.000.705.4 909.BPA FUND BALANC	\$0.00	\$0.00	(\$50.00)	(\$50.00)	(\$50.00)
60.912.6110.000.000.0000.000.705.4 912 DISC GOLF FUND	\$0.00	\$0.00	(\$626.34)	(\$626.34)	(\$626.34)

## Stillwater School District 16

### Period GL Report

Fiscal Year: 2024-2025

From Date: 7/1/2024

To Date: 7/1/2025

Print accounts with zero balance

SCHOOL ACTIVITY FUND - 60	<u>Opening Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Activity</u>	<u>Ending Balance</u>
<b>FUND BALANCE</b>					
60.915.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$771.93)	(\$771.93)	(\$771.93)
60.915.6110.000.000.0000.000.705.4 915 FCCLA FUND	\$0.00	\$0.00	(\$1,274.05)	(\$1,274.05)	(\$1,274.05)
60.916.6110.000.000.0000.000.705.4 916 FFA FUND	\$0.00	\$0.00	(\$28,803.75)	(\$28,803.75)	(\$28,803.75)
60.917.6110.000.000.0000.000.705.4 917 FRENCH CLUB FUN	\$0.00	\$0.00	(\$165.36)	(\$165.36)	(\$165.36)
60.918.6110.000.000.0000.000.120.4 FB SK GARDEN CLUB	\$0.00	\$127.81	(\$273.46)	(\$145.65)	(\$145.65)
60.924.6110.000.000.0000.000.705.4 924 KEY CLUB FUND	\$0.00	\$0.00	(\$59.62)	(\$59.62)	(\$59.62)
60.925.6110.000.000.0000.000.705.4 925 MOCK TRIAL FUND	\$0.00	\$0.00	(\$572.21)	(\$572.21)	(\$572.21)
60.926.6110.000.000.0000.000.705.4 926 MU ALPHA THETA	\$0.00	\$0.00	(\$1,125.48)	(\$1,125.48)	(\$1,125.48)
60.927.6110.000.000.0000.000.705.4 927 NATIONAL HONOR	\$0.00	\$0.00	(\$9,004.02)	(\$9,004.02)	(\$9,004.02)
60.930.6110.000.000.0000.000.705.4 930 ORCHESTRA FUND	\$0.00	\$0.00	(\$39,208.59)	(\$39,208.59)	(\$39,208.59)
60.931.6110.000.000.0000.000.705.4 931 ORCHESTRA BOOST	\$0.00	\$0.00	(\$1,882.35)	(\$1,882.35)	(\$1,882.35)
60.932.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$2,133.31)	(\$2,133.31)	(\$2,133.31)
60.932.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$2,891.22)	(\$2,891.22)	(\$2,891.22)
60.933.6110.000.000.0000.000.705.4 933 PINK OUT FUND	\$0.00	\$0.00	(\$136.50)	(\$136.50)	(\$136.50)
60.934.1990.000.000.0000.000.610.4 NON CATEGORICAL	\$0.00	\$0.00	(\$357.82)	(\$357.82)	(\$357.82)
60.934.6110.000.000.0000.000.610.4 934 PEER PARTNERS F	\$0.00	\$0.00	(\$665.69)	(\$665.69)	(\$665.69)
60.936.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$2,450.13)	(\$2,450.13)	(\$2,450.13)
60.937.6110.000.000.0000.000.105.4 FB HP RUNNING CLUB	\$0.00	\$0.00	(\$296.50)	(\$296.50)	(\$296.50)
60.937.6110.000.000.0000.000.130.4 FB WR RUNNING CLUB	\$0.00	\$0.00	(\$147.37)	(\$147.37)	(\$147.37)
60.938.6110.000.000.0000.000.105.4 FB HP SCIENCE CLUB	\$0.00	\$0.00	(\$3,748.79)	(\$3,748.79)	(\$3,748.79)
60.938.6110.000.000.0000.000.705.4 938 SCIENCE CLUB FU	\$0.00	\$0.00	(\$232.00)	(\$232.00)	(\$232.00)
60.939.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$254.80	(\$254.80)	\$0.00	\$0.00
60.940.6110.000.000.0000.000.705.4 940 SIGN LANGUAGE C	\$0.00	\$0.00	(\$179.54)	(\$179.54)	(\$179.54)
60.941.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$11,794.89)	(\$11,794.89)	(\$11,794.89)
60.942.6110.000.000.0000.000.705.4 942 SPANISH CLUB FU	\$0.00	\$0.00	(\$859.60)	(\$859.60)	(\$859.60)
60.944.6110.000.000.0000.000.705.4 944 SPED TRANSITION	\$0.00	\$0.00	(\$7,579.39)	(\$7,579.39)	(\$7,579.39)
60.945.6110.000.000.0000.000.705.4 945 MAKES A CHANGE	\$0.00	\$0.00	(\$5,829.76)	(\$5,829.76)	(\$5,829.76)
60.946.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$3,612.20)	(\$3,612.20)	(\$3,612.20)
60.946.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$2,339.44)	(\$2,339.44)	(\$2,339.44)
60.946.6110.000.000.0000.000.705.4 946 STUDENT COUNCIL	\$0.00	\$0.00	(\$12,901.01)	(\$12,901.01)	(\$12,901.01)

## Stillwater School District 16

### Period GL Report

Fiscal Year: 2024-2025

From Date: 7/1/2024

To Date: 7/1/2025

Print accounts with zero balance

**SCHOOL ACTIVITY FUND - 60**

	<u>Opening Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Activity</u>	<u>Ending Balance</u>
<b>FUND BALANCE</b>					
60.947.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$540.35)	(\$540.35)	(\$540.35)
60.947.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$157.63)	(\$157.63)	(\$157.63)
60.947.6110.000.000.0000.000.705.4 947 TECH STUDENT AS	\$0.00	\$0.00	(\$52.00)	(\$52.00)	(\$52.00)
60.948.6110.000.000.0000.000.705.4 948 THEATRE PERFORM	\$0.00	\$0.00	(\$71,109.47)	(\$71,109.47)	(\$71,109.47)
60.949.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$10,185.55)	(\$10,185.55)	(\$10,185.55)
60.949.6110.000.000.0000.000.705.4 949 VOCAL MUSIC FUN	\$0.00	\$0.00	(\$24,596.83)	(\$24,596.83)	(\$24,596.83)
60.951.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$0.00	(\$6,809.47)	(\$6,809.47)	(\$6,809.47)
60.951.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$5,650.05)	(\$5,650.05)	(\$5,650.05)
60.951.6110.000.000.0000.000.705.4 951 YEARBOOK FUND	\$0.00	\$0.00	(\$23,140.00)	(\$23,140.00)	(\$23,140.00)
60.952.6110.000.000.0000.000.705.4 952 YOUNG DEMOCRATS	\$0.00	\$0.00	(\$270.22)	(\$270.22)	(\$270.22)
60.953.6110.000.000.0000.000.705.4 953 YOUTH AND GOVT	\$0.00	\$0.00	(\$534.49)	(\$534.49)	(\$534.49)
60.956.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$526.04	(\$526.04)	\$0.00	\$0.00
60.958.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$423.86	(\$423.86)	\$0.00	\$0.00
60.959.6110.000.000.0000.000.505.4 FUND BALANCE	\$0.00	\$1,409.43	(\$1,409.43)	\$0.00	\$0.00
60.960.6110.000.000.0000.000.705.4 960 SOPHMORE CLASS	\$0.00	\$2,123.09	(\$2,123.09)	\$0.00	\$0.00
60.961.6110.000.000.0000.000.705.4 961 JUNIOR CLASS FU	\$0.00	\$6,012.01	(\$10,135.10)	(\$4,123.09)	(\$4,123.09)
60.962.6110.000.000.0000.000.705.4 962 SENIOR CLASS FU	\$0.00	\$0.00	(\$10,660.14)	(\$10,660.14)	(\$10,660.14)
60.964.6110.000.000.0000.000.705.4 964 ESPORTS FUND	\$0.00	\$0.00	(\$773.84)	(\$773.84)	(\$773.84)
60.965.6110.000.000.0000.000.705.4 965 GSA FUND	\$0.00	\$0.00	(\$726.57)	(\$726.57)	(\$726.57)
60.970.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$40,156.22)	(\$40,156.22)	(\$40,156.22)
60.970.6110.000.000.0000.000.705.4 970 ALL SPORTS FUND	\$0.00	\$0.00	(\$156,932.36)	(\$156,932.36)	(\$156,932.36)
60.970.9902.000.000.0000.000.610.4 610-970-ALL SPORTS	\$0.00	\$150.00	(\$150.00)	\$0.00	\$0.00
60.971.6110.000.000.0000.000.705.4 971 STADIUM CONCESS	\$0.00	\$0.00	(\$45,485.74)	(\$45,485.74)	(\$45,485.74)
60.972.6110.000.000.0000.000.705.4 972 STATE PLAYOFFS	\$0.00	\$0.00	(\$19,723.85)	(\$19,723.85)	(\$19,723.85)
60.973.6110.000.000.0000.000.705.4 973 BASEBALL FUND	\$0.00	\$0.00	(\$0.26)	(\$0.26)	(\$0.26)
60.974.6110.000.000.0000.000.705.4 974 BOYS BASKETBALL	\$0.00	\$0.00	(\$1,129.00)	(\$1,129.00)	(\$1,129.00)
60.975.6110.000.000.0000.000.705.4 975 GIRLS BASKETBAL	\$0.00	\$0.00	(\$123.55)	(\$123.55)	(\$123.55)
60.976.1990.000.000.0000.000.610.4 NON CATEGORICAL	\$0.00	\$50.00	(\$359.00)	(\$309.00)	(\$309.00)
60.976.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$4,616.72)	(\$4,616.72)	(\$4,616.72)
60.976.6110.000.000.0000.000.705.4 976 CHEERLEADERS FU	\$0.00	\$0.00	(\$297.02)	(\$297.02)	(\$297.02)

## Stillwater School District 16

### Period GL Report

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From Date: 7/1/2024

To Date: 7/1/2025

Print accounts with zero balance

SCHOOL ACTIVITY FUND - 60	<u>Opening Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Activity</u>	<u>Ending Balance</u>
<b>FUND BALANCE</b>					
60.977.6110.000.000.0000.000.705.4 977 CROSS COUNTRY F	\$0.00	\$0.00	(\$7,629.99)	(\$7,629.99)	(\$7,629.99)
60.978.6110.000.000.0000.000.705.4 978 FOOTBALL FUND	\$0.00	\$0.00	(\$5,612.23)	(\$5,612.23)	(\$5,612.23)
60.979.6110.000.000.0000.000.705.4 979 BOYS GOLF	\$0.00	\$0.00	(\$225.91)	(\$225.91)	(\$225.91)
60.980.6110.000.000.0000.000.705.4 980 GIRLS GOLF	\$0.00	\$0.00	(\$3,032.27)	(\$3,032.27)	(\$3,032.27)
60.981.6110.000.000.0000.000.610.4 FUND BALANCE	\$0.00	\$0.00	(\$3,341.46)	(\$3,341.46)	(\$3,341.46)
60.982.6110.000.000.0000.000.705.4 982 BOYS SOCCER FUN	\$0.00	\$0.00	(\$7.70)	(\$7.70)	(\$7.70)
60.983.6110.000.000.0000.000.705.4 983 GIRLS SOCCER FU	\$0.00	\$0.00	(\$433.13)	(\$433.13)	(\$433.13)
60.984.6110.000.000.0000.000.705.4 984 SWIMMING FUND	\$0.00	\$0.00	(\$1,579.60)	(\$1,579.60)	(\$1,579.60)
60.985.6110.000.000.0000.000.705.4 985 BOYS TENNIS FUN	\$0.00	\$0.00	(\$1,875.78)	(\$1,875.78)	(\$1,875.78)
60.986.6110.000.000.0000.000.705.4 986 GIRLS TENNIS FU	\$0.00	\$0.00	(\$2,085.00)	(\$2,085.00)	(\$2,085.00)
60.987.6110.000.000.0000.000.705.4 987 BOYS TRACK FUND	\$0.00	\$0.00	(\$2,673.00)	(\$2,673.00)	(\$2,673.00)
60.988.6110.000.000.0000.000.705.4 988 GIRLS TRACK FUN	\$0.00	\$0.00	(\$2,768.00)	(\$2,768.00)	(\$2,768.00)
60.989.6110.000.000.0000.000.705.4 989 VOLLEYBALL FUND	\$0.00	\$0.00	(\$516.50)	(\$516.50)	(\$516.50)
60.990.6110.000.000.0000.000.705.4 990 WRESTLING FUND	\$0.00	\$0.00	(\$119.10)	(\$119.10)	(\$119.10)
60.991.6110.000.000.0000.000.705.4 991 SOFTBALL FUND	\$0.00	\$0.00	(\$163.30)	(\$163.30)	(\$163.30)
60.995.6110.000.000.0000.000.705.4 995 PIONEER PLAY DA	\$0.00	\$0.00	(\$165,728.00)	(\$165,728.00)	(\$165,728.00)
60.996.6110.000.000.0000.000.705.4 996 ALLRED GOLF SCH	\$0.00	\$0.00	(\$21,500.00)	(\$21,500.00)	(\$21,500.00)
60.997.6110.000.000.0000.000.705.4 997 WELCH WRESTLING	\$0.00	\$0.00	(\$2,645.00)	(\$2,645.00)	(\$2,645.00)
60.998.6110.000.000.0000.000.705.4 998 ESTES SCHOLARSH	\$0.00	\$0.00	(\$5,895.60)	(\$5,895.60)	(\$5,895.60)
60.999.6110.000.000.0000.000.705.4 999 FOSTER MEMORIAL	\$0.00	\$0.00	(\$830.00)	(\$830.00)	(\$830.00)
<b>FUND BALANCE TOTAL</b>	(\$80,806.78)	\$499,576.13	(\$2,630,183.72)	(\$2,130,607.59)	(\$2,211,414.37)
<b>REVENUES AND TRANSFERS IN</b>					
SUMMARIZED REVENUES AND TRANSFERS IN	\$0.00	\$534,995.24	(\$2,790,993.00)	(\$2,255,997.76)	(\$2,255,997.76)
<b>REVENUES AND TRANSFERS IN TOTAL</b>	\$0.00	\$534,995.24	(\$2,790,993.00)	(\$2,255,997.76)	(\$2,255,997.76)
<b>EXPENDITURES AND TRANSFERS OUT</b>					
SUMMARIZED EXPENDITURES AND TRANSFERS OUT	\$0.00	\$2,432,871.33	(\$146,055.57)	\$2,286,815.76	\$2,286,815.76
<b>EXPENDITURES AND TRANSFERS OUT TOTAL</b>	\$0.00	\$2,432,871.33	(\$146,055.57)	\$2,286,815.76	\$2,286,815.76
<b>SCHOOL ACTIVITY FUND Totals:</b>	\$0.00	\$10,675,884.64	(\$10,675,884.64)	\$0.00	\$0.00

# Stillwater School District 16

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## Period GL Report

Fiscal Year: 2024-2025

From Date: 7/1/2024

To Date: 7/1/2025

Print accounts with zero balance

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**Grand Total:**

\$0.00

\$10,675,884.64

(\$10,675,884.64)

\$0.00

\$0.00

End of Report



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer  
**APPROVED BY:** Tyler Bridges, Superintendent  
**DATE:** July 8, 2025

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**AGENDA ITEM:**

Sanctioned Accounts for FY 2025-2026

**BOARD ACTION REQUESTED:**

Motion to Approve Annual Sanctioned Accounts for FY 2025-2026

**BACKGROUND INFORMATION:**

Sanctioned Accounts contribute to the funding and well-being of Stillwater Public Schools Booster Clubs by allowing them to use our organizations tax ID. The Boosters act on their own behalf by raising money via donations or sales. The Boosters will have their own bank account, separate from the Stillwater Public Schools account. They will purchase goods/services with their own funds. Goods and services purchased will be made in the best interest of the Stillwater Public Schools Booster Club that they represent. Sanctioned accounts are subject to audit.

# **Stillwater Varsity Pom Squad Booster Club**

*The primary purpose of this organization is to assist and support the Stillwater High School Varsity Pom Squad with activities, promotions, and fundraising opportunities to provide a positive experience for the student athletes. All funds raised will be used for competitions and/or equipment used by the team. This organization will be maintained by parent officers with assistance from the head coach.*

## **2025-2026 President/Parent Representative**

Kendra Rider

## **2025-2026 School Representative/Sponsor**

Cami Patzkowski

## **Term of Office**

July 1st, 2025 through June 30th, 2026

## **Head Coach**

Rachel Wilson

## **Secretary/Treasurer**

Mindy Goff

## **Intended Use of Funds**

Camps, choreography, competitions, and equipment

## **Banking Institution**

Simmons Bank

July 2025

To: **Chief Financial Officer**  
Stillwater Public Schools

From: Kendra Rider, President/Parent Representative, Stillwater Varsity Pom Booster Club  
Cami Patzkowski, School Representative/Sponsor, Stillwater Varsity Pom Booster Club  
Rachel Wilson, Head Coach, Stillwater Varsity Pom Squad  
Mindy Goff, Secretary/Treasurer, Stillwater Varsity Pom Booster Club

Re: **Sanctioning for Stillwater Varsity Pom Booster Club**

To Whom It May Concern:

Please consider our annual request for sanctioning of the Stillwater High School Varsity Pom Booster Club. It is in the best interest of the Stillwater High School Varsity Pom program for the team to have a parent-run organization, in order to truly aid and ease the fundraising process that provides the much needed support for these student athletes. This organization will provide financial and parental support for the team, which relies heavily on fundraising opportunities for a majority of our year. Please see the attached information and consider our request again for the upcoming year. We are greatly appreciative for your support of the Stillwater High School Varsity Pom Squad. Thank you for your consideration.

Sincerely,

Kendra Rider, Cami Patzkowski, Rachel Wilson, and Mindy Goff

## APPLICATION FOR SANCTIONING

Due Annually on July 5

This is a request for sanctioning by the applicant to the Stillwater Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. All fields are required.

Date Submitted: 6/27/25

Select One: Initial Application

Renewal 

Name of Sanctioned Organization:

Stillwater High School Varsity Pom

Official Mailing Address for the organization:

3406 S Canopy Ln., Booster ClubOrganization's Taxpayer I.D. Number: 26-2768718Stillwater, OK 74074**Organization President****Organization Treasurer**Name: Kendra RiderName: Melinda (Mindy) GoffPhone: (405) 334-2395Phone: (417) 825-0333Email: kendra.ridervale@gmail.comEmail: cmgoffclub@gmail.com

Organization's Purpose, Goals, and the Benefit to District Students: The purpose of this organization is to assist and support the SHS Varsity Pom Squad with activities, fundraising, and financial support.

Organizations's Website and/or Social Media Accounts:

Website - sites.google.com/stillwaterschools.com/spiritsquad/about

(All funds raised by the organization will be used to achieve the stated purpose and goals of the organization. No administrative fees or stipends to officers or others will be permitted. Any payments to coaches or employees must be approved by and paid through Stillwater Public Schools.)

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the board of education has the discretion to sanction or decline the applicant, and the decision of the board of education is final and nonappealable. Applicant further acknowledges that (a) the board of education can, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the board of education can, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the board of education is final and nonappealable.

Applicant agrees that any legal or audit expenses incurred by Stillwater Public Schools related to the sanctioned organization will be billed to and paid for by the sanctioned organization.

Applicant also acknowledges, that if requested by the board of education the organization will be required to submit financial and supporting documentation for an agreed upon procedure review to be performed by the school district's external auditor. This information must be submitted by the deadline established at the time of the request.

APPLICATION FOR SANCTIONING (Cont.)

Instructions for Completing Application:

- ✓ 1. Read policies CFBB and CFBB-P and complete this application: the cash flow statement for the prior school year, the cash flow statement estimate for the future school year and the independent audit review certification. If necessary, use additional sheets of paper.
- ✓ 2. Attach twelve (12) months of bank statements and a reconciliation to the unaudited cash flow statement (bank statement credits and debits should match the cash flow summary collections and expenditures respectively, and be reconciled to the ending balance).
- ✓ 3. Attach proof of insurance for the corresponding year that covers funds from theft, embezzlement, or loss, general liability and accident medical coverage in case of injury, financial loss in the event of a claim, and officers liability from legal action.
- ✓ 4. Provide a copy of your organization's by-laws and/or constitution and a list of all officers.
- ✓ 5. Sign and date this application and have the school faculty sponsor review and sign (required).
- ✓ 6. Email or deliver the application and attachments to:

Chief Financial Officer  
 314 S. Lewis  
 Stillwater, OK 74074

- ✓ 7. Signing this form certifies that you agree to attend mandatory district training.

Kendra Rider (President)  
 Mindy Goff (Secretary/Treasurer)

Cami Patzkowski  
 (School Rep/  
 Sponsor)

Organization Representative/Office Name and Position (printed)

Kendra Rider  
 Mindy Goff  
 Signature

Date 6/27/25

Rachel Wilson (Head Pom Coach)

School Faculty Sponsor / Athletic Coach Name (printed)

Rachel Wilson  
 Signature

Date 6/27/25

## Collections

2024-2025

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Venmo Transactions/Cash Outs	\$51,802.24
Stillwater High School: Deposits and Donations (Cash/Check)	<u>\$19,292.10</u>
	<b>\$71,094.34</b>

The above transactions include individual account deposits and donations, as well as the following fundraising opportunities for the Stillwater High School Varsity Pom Squad Booster Club- **Individual "Fill My Pom Pom" Venmo Fundraiser 2024 (July), Spirit Squad Calendar Sales (August), "Future SHS Pom" Youth Clinic (September), Fall Pansy Sales (October), Meditations Cinnamon Roll Sales (November), "Egg Your Yard" Easter Egg Fundraiser (March/April), Spring Flower Fundraiser (April), Chipotle Restaurant Night Fundraiser (May), Dance Recital Flower Sales (May)**

## Expenditures

2024-2025

### Stillwater High School Expenditures (Cash/Check/Venmo)

● Uniforms and Poms	<b>\$8,689.58</b>
● Fundraising Purchases	<b>\$13,771.28</b>
○ Individual "Fill My Pom Pom" Venmo Fundraiser	
○ Spirit Squad Calendar Sales	
○ "Future SHS Pom" Youth Clinic	
○ Fall Pansy Sales	
○ Meditations Cinnamon Roll Sales	
○ "Egg Your Yard" Easter Egg Fundraiser	
○ Spring Flower Fundraiser	
○ Chipotle Restaurant Night Fundraiser	
○ Dance Recital Flower Sales	
● Camp/Competition Music and Fees	<b>\$30,734.38</b>
● State Championship Title Expenses (Rings, T-Shirts, Plaques)	<b>\$3,179.78</b>
● Choreography and Guest Cleaning Services	<b>\$5,831.75</b>
● Food for Team and/or Choreographers	<b>\$1,683.93</b>
● Travel/Hotel Fees for Choreographers and Guest Cleaners	<b>\$2,305.06</b>
● Miscellaneous (Gear and Equipment)	<b><u>\$1,779.86</u></b>
	<b>\$67,975.62 ✓</b>

Balance July 2024

**\$11,566.01 ✓**

Collections

\$71,094.34

**\$82,660.35**

Expenditures

\$67,975.62 ✓

Balance July 2024

**\$14,684.73 ✓**

APPLICATION FOR SANCTIONING (Cont.)

ORGANIZATION/ASSOCIATION  
UNAUDITED CASH FLOW STATEMENT FOR PRIOR SCHOOL YEAR (ACTUALS JULY 1 - JUNE 30)

Name of Organization/Association: Stillwater High school Varsity pom  
FINANCIAL ACTIVITY FOR SCHOOL YEAR 24-25 Booster club

Beginning Cash Balance, July 1, 2024 \$ 11,566.01

Collections:		
Fundraiser, Merchandise Sales, Etc.	\$ _____	} see attached
Donations	\$ _____	
Parent/Student Contributions	\$ _____	
Other (list):	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Collections	\$ _____	\$ <u>71,094.34</u>

Expenditures:		
Fundraising Expenses	\$ _____	} see attached
Other (list):	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures	\$ _____	\$ <u>67,975.62</u>

Ending Cash Balance, June 30, 2025 \$ 14,684.73

I, the undersigned officer of the above-named organization/association, do hereby certify that this is a true and complete representation of the organization's financial activity for the 24-25 school year, to the best of my knowledge and belief. I further certify that, in accordance with the policy of the Stillwater Board of Education, I/we may be required to submit further financial information on the organization/association at the request of the board of education, and the failure to do so may result in revocation of the board's sanctioning approval.

Representative/Officer: Mindy [Signature] Kendra Rider Date: 6/27/25  
Title: Secretary/Treasurer president

Received and reviewed by Chief Financial Officer:  
Name/Title: \_\_\_\_\_ Date: \_\_\_\_\_

APPLICATION FOR SANCTIONING (Cont.)

ORGANIZATION/ASSOCIATION  
UNAUDITED CASH FLOW STATEMENT FOR UPCOMING SCHOOL YEAR (JULY 1 - JUNE 30)

Name of Organization/Association: Stillwater High School Varsity Pom  
BOOSTER CLUB  
FINANCIAL ACTIVITY FOR SCHOOL YEAR 25-26

Beginning Cash Balance, July 1, 2025 proposed \$ 14,684.73

Collections:

Fundraiser, Merchandise Sales, Etc.	\$ _____	} \$19,000.00
Donations	\$ _____	
Parent/Student Contributions	\$ _____	
Other (list):	\$ _____	
<u>Venue Transactions</u>	\$ <u>53,000.00</u>	
	\$ _____	
	\$ _____	
<b>Total Collections</b>		\$ <u>72,000.00</u>

Expenditures:

• Fundraising Expenses	<u>proposed</u> → \$ <u>10,000.00</u>	
Other (list):		
• <u>Uniforms and poms</u>	→ \$ <u>8,000.00</u>	• Misc. (Gear and Equipment) → \$ <u>2,500.00</u>
• <u>Camp/comp. Music and Reg. Fees</u>	→ \$ <u>31,000.00</u>	
• <u>State Champ Title Exp.</u>	→ \$ <u>2,500.00</u>	
• <u>Choro + Guest cleaning</u>	→ \$ <u>6,000.00</u>	
• <u>Food for team + chor.</u>	→ \$ <u>1,500.00</u>	
• <u>Travel/Hotel Fees for chor.</u>	→ \$ <u>2,000.00</u>	
<b>Total Expenditures</b>		\$ <u>63,500</u>

Ending Cash Balance, June 30, 2026 \$ 23,184.73

I, the undersigned officer of the above-named organization/association, do hereby certify that this is a true and complete representation of the organization's financial activity for the 25-26 school year, to the best of my knowledge and belief. I further certify that, in accordance with the policy of the Stillwater Board of Education, I/we may be required to submit further financial information on the organization/association at the request of the board of education, and the failure to do so may result in revocation of the board's sanctioning approval.

Representative/Officer: Mindy [Signature] Kendra Rider Date: 6/27/25  
Title: secretary/treasurer president

Received and reviewed by Chief Financial Officer:  
Name/Title: \_\_\_\_\_ Date: \_\_\_\_\_

APPLICATION FOR SANCTIONING (Cont.)

ORGANIZATION/ASSOCIATION  
INDEPENDENT REVIEW CERTIFICATION

This form certifies that an internal audit committee, that is comprised of individuals who are independent from the club officers, conducted an annual audit of the club's financial records for the year ended. A minimum of two individuals performed this audit. The audit committee should be familiar with board policies CFBB and CFBB-P and should consider recommended internal controls for sanctioned organizations.

At a minimum, an audit consists of reviewing 12 months of bank statements for the organization and confirming that they reconcile to the Unaudited Cash Flow Statement submitted as part of the annual application for sanctioning.

Signing this independent review certification also indicates that all expenditures followed the requirements in board policy CFBB with particular attention to the requirement that,

- All funds raised by the organization will be used to achieve the stated purposes and goals of the organization. No administrative fees or stipends to officers or others will be permitted. Any payments to coaches or employees must be approved by and paid through Stillwater Public Schools.

To the best of their knowledge and belief, the internal audit committee of the above-named organization/association certifies that the financial activity of the organization for the 24-25 school year was in accordance with board policy, reconciles to the submitted unaudited cash flow statement, and all financial transaction were made in accordance with the organization's by-laws and procedures. (A minimum of two signatures required.)

President  
Representative: Kendra Rider

Date: 6/27/25

Secretary/Treasurer  
Representative: Mindy Self

Date: 6/27/25

School Representative/  
Representative: Sponsor Langstaff

Date: 6/27/25

Head Coach  
Representative: Raquel Dill

Date: 6/27/25

Representative: \_\_\_\_\_

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

# BYLAWS

## Stillwater Varsity Pom Squad Parent Booster Club

### Article I Name and Purpose

**Section 1.01. Name.** The name of this organization shall be Stillwater Varsity Pom Squad Parent Booster Club.

**Section 1.02. Purpose.** The organization is organized and operated for the charitable and educational purposes of fundraising for the squads to assist the district with funding.

### Article II Membership

**Section 2.01. Qualification.** All parents, guardians, or other persons with a child enrolled and attending Stillwater High School and actively participating in the SHS Pom squad shall be considered voting members of the organization. The Principal, Assistant Principals, athletic directors and/or members of the licensed teaching staff could be non-voting, advisory members of the organization.

**Section 2.02. Rights and Responsibilities.** The members shall have the right and responsibility to attend meetings and events sponsored by the organization, serve on committees, and be nominated or volunteer to office. Voting members shall have the right to approve officers, review and approve the annual budget, and approve amendments to these bylaws.

**Section 2.03. Quorum.** The members present at any membership meeting of the organization, provided half or more members are present, shall constitute a quorum for the transaction of business. In the absence of a quorum the membership may choose to not take action. In that event, any matter brought before the membership at a meeting at which quorum is not present shall be discussed and decided by the Executive Board. Email votes are allowed for any decision and will be allowed to meet the criteria of quorum.

**Section 2.04. Meetings.** There shall be at least one general annual meeting of the membership at which the officers volunteer.

### Article III Executive Board

**Section 3.01. Membership.** The Executive Board shall consist of the officers of the organization.

**Section 3.02. Authority.** The affairs, activities and operation of the organization shall be managed by the Executive Board. The Executive Board shall transact necessary business during the intervals between the meetings of the membership and such other business as may be referred to it by the membership or these bylaws. It may create Standing and Special Committees, approve the plans and work of standing and special committees, prepare and submit a budget to the membership for approval, and, in general, conduct the business and activities of the organization.

**Section 3.03. Meetings.** The Executive Board shall meet as needed with a minimum of (2) per year.

**Section 3.04. Quorum.** A quorum of the Executive Board for the conduct of business shall consist of at least two (2) officers in attendance.

**Section 3.05. Action Without a Meeting.** Any action required or permitted to be taken at a meeting of the Board of Directors (including amendment of these bylaws) or of any committee may be taken without a meeting if all the members of the Board or committee consent in writing to taking the action without a meeting and to approving the specific action. Such consents shall have the same force and effect as a unanimous vote of the Board or of the committee as the case may be.

**Section 3.06. Participation in Meeting by Video or Audio Conference Call.** Members of the Executive Board may participate in a meeting through use of video or audio software/applications or similar communications equipment, so long as members participating in such a meeting can hear one another.

**Section 3.07. Reimbursement.** Executive Board members shall serve without compensation with the exception that expenses incurred in the furtherance of the organization's business are allowed to be reimbursed with documentation in accordance with the organization's financial policies, and prior approval.

#### **Article IV Officers and Their Elections**

**Section 4.01. Officers.** The officers of this organization shall include one parent representative, head coach, and a Secretary/Treasurer and such additional officer(s) as may be elected or appointed by the Executive Board from time to time.

**Section 4.02. Election.** The coach and the current parent representative team will nominate candidates that shall be announced to the membership as soon as possible. Only those who have consented to serve shall be eligible for nomination, either by the committee or from the floor. Officers shall be elected at a meeting of the organization by the members present. Officers shall assume their official duties on the last day of the current school year following their election.

**Section 4.03. Term.** Officers may serve a one-year term or be elected for multiple consecutive terms in the same office.

**Section 4.04. Vacancies.** A vacancy occurring in any office shall be filled for the unexpired term by a person nominated or volunteered with a vote of the remaining members of the Executive Board.

#### **Article V Duties of Officers**

**Section 5.01. Coach and Parent Representative Team.** The coach and parent rep team shall be the principal executive officers of the organization and, subject to the control of the Executive Board shall in general supervise and control all of the activities of the organization. The coach and parent rep team shall be a member of the Executive Board and, when present, shall preside at all meetings of the Executive Board and all meetings of the membership. The coach and parent representative team shall be voting members of the

Executive Board and shall select and appoint the chairpersons of all Standing and Special Committees and shall be an ex-officio member of all committees of the organization.

**Section 5.02. Secretary/Treasurer.** The Secretary/Treasurer shall be a member of the Executive Board. They shall keep the minutes of the proceedings of the membership and the Executive Board, shall see that all notices are duly given in accordance with these Bylaws, shall be responsible for the publishing of meeting minutes, shall manage and keep an accurate tally of the volunteer records and, in general, perform all duties incident to the office of Secretary/Treasurer and such other duties as may be assigned by the President or the Executive Board. The Secretary/Treasurer is the authorized custodian to have oversight of all funds of the organization in accordance with the organization's financial policies. The Secretary/Treasurer will organize, document, and record all financial activities. The Secretary/Treasurer will be diligent and conscientious in ensuring all funds are received and spent in accordance with the organization's tax-exempt purpose, bylaws and budget. The financial records belong to the organization and must be available to the other officers and members upon request.

The Secretary/Treasurer shall:

- Prepare an annual budget for review and approval by the members.
- Ensure that all funds are timely deposited in the organization's authorized bank account(s).
- Ensure that payments and disbursements are authorized by approved budget, or an amendment to the budget.
- See that an annual sanctioning report and financial review or audit, as appropriate based on budget size, is conducted and presented to the Executive Board, General Membership, and other stakeholders.

## **Article VI Finances**

**Section 6.01. Budget.** The Executive Board shall present to the membership at the first regular meeting of the membership after the officers have been elected, or as soon thereafter as practicable, a budget of anticipated revenue and expenses for the year. This budget shall be used to guide the activities of the organization during the year, including serving as approval for anticipated expenditures. Any substantial deviation from the budget must be approved in advance by the membership.

**Section 6.02. Checks.** All checks, drafts, or other orders for the payment of money on behalf of the organization shall be signed by the Secretary/Treasurer or by any other person as authorized in writing by the Executive Board.

**Section 6.03. Financial Controls.** The organization shall adopt appropriate financial controls to ensure the integrity of its funds. Specifically, without limitation, the organization shall maintain separation of financial controls so that, minimally:

- All expenses over \$500 must be approved by the Executive Board;
- At least two (2) persons shall annually audit all finances, or hire and supervise an outside accountant or auditing firm to conduct a review of corporate financial records.

**Section 6.04. Fiscal Year.** The fiscal year of the organization shall be from July 1 to June 30 but may be changed at the request of the school district.

### **ARTICLE VIII Indemnification**

Every member of the Executive Board, officer or employee of the Organization may be indemnified by the Organization against all expenses and liabilities, including counsel fees, reasonably incurred or imposed upon such members of the Board, officer or employee in connection with any threatened, pending, or completed action, suit or proceeding to which she/he may become involved by reason of her/his being or having been a member of the Board, officer, or employee of the Organization, or any settlement thereof, unless adjudged therein to be liable for negligence or misconduct in the performance of her/his duties. Provided, however, that in the event of a settlement the indemnification herein shall apply only when the Board approves such settlement and reimbursement as being in the best interest of the Organization. The foregoing right of indemnification shall be in addition and not exclusive of all other rights which such member of the Board, officer or employee is entitled.

### **ARTICLE IX Amendments**

These Bylaws may be amended at any regular or special meeting of the membership by a vote of the members, provided that notice of the proposed amendments has been made to the membership.



ASSOCIATION  
INSURANCE  
MANAGEMENT INC

**MEMBER CERTIFICATE OF INSURANCE**

06/24/2025

Thank you for purchasing your insurance from AIM. This is your Member Certificate and should be kept with your permanent records.

**Named Insured Member (mailing address):**

Stillwater HS Varsity Pom Booster Club  
Melinda Goff or Current Officer  
3406 S Canopy Ln  
Stillwater, OK 74074

**Named Insured & Mailing Address**

Education Support Purchasing Group  
c/o AIM  
P.O. Box 742946  
Dallas, TX 75374-2946

**Producer Name**

AIM Association Insurance  
Management, Inc.  
P.O. Box 742946  
Dallas, TX 75374-2946

**Named Insured Member (physical address):**

3406 S Canopy Ln  
Stillwater, OK 74074

Insured #: OKBO19170

Coverage	Policy #	Effective Dates	Deductible	Limits of Insurance	
General Liability Concert Specialty Insurance Company	GL2025AIM33506	06/25/25 - 06/25/26	\$0	Per Occurrence	\$1,000,000
		06/25/25 - 06/25/26		Damage to Rented Premises	\$50,000
		06/25/25 - 06/25/26		Extended Medical	\$5,000
		06/25/25 - 06/25/26		Personal & Advertising Injury	\$1,000,000
		06/25/25 - 06/25/26		General Aggregate	\$2,000,000
				Products - Comp/Ops	\$2,000,000

**Certificate Holder:**

Proof of Insurance

This member certificate, together with the common policy conditions, coverage part(s), coverage form(s), and endorsements, if any complete the above numbered policy. Copies of the Master Policies are available upon request.

AUTHORIZED REPRESENTATIVE



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer  
**APPROVED BY:** Tyler Bridges, Superintendent  
**DATE:** Jul 8, 2025

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**AGENDA ITEM:**

Change Orders, Encumbrances, and Accounts Payable (approval of encumbrance numbers as listed)

**BOARD ACTION REQUESTED:**

Motion to Approve Encumbrance Clerk's report as of July 1, 2025

**BACKGROUND INFORMATION:**

This monthly report is highlighting changes to existing Purchase Orders and activity through July 1, 2025.

Stillwater School District 16

PO Board Report Over Threshold

Fiscal Year: 2024-2025

From Date: 06/11/2025 To Date: 07/08/2025 Threshold \$1.00

PO Number	Vendor	Description	For	Amount
20250315	ROBERTS, RACHEL L	CHANGE ORDER JULY 8, 2025 - INCREASE FUNDS BY \$167.95 FOR MILEAGE REIMBURSEMENT OVERAGES	11-GENERAL	667.95
20251597	HOLT TRUCK CENTERS OF OKLAHOMA, LLC	2 14 PASS NON-ACTIVITY BUSES	31	215,660.00
20251598	CITY OF STILLWATER	WATER METER UPGRADE OES	11	9,426.00
			Total POs:	3 Total Amount
				225,753.95

End of Report

Stillwater School District 16

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PO Board Report Fund Totals

Fiscal Year: 2024-2025

Fund	Description	Amount
11	GENERAL FUND	667.95
31	BOND FUND (2017)	215,660.00
32	BOND FUND (2023)	9,426.00
	Total Amount	225,753.95
	End of Report	

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	3	07/01/2025	863	CITY OF STILLWATER	DISTRICT WIDE ELECTRIC & WATER UTILITIES FY 25-26	1,075,000.00
11	4	07/01/2025	886	CLEARWATER ENTERPRISES, L.L.C.	DISTRICT GAS UTILITIES FOR FY 2025-2026	75,500.00
11	5	07/01/2025	3079	OKLAHOMA NATURAL GAS	FY 25-26 NATURAL GAS UTILITY	273,000.00
11	6	07/01/2025	4734	WCA WASTE SYSTEMS, INC	DISTRICT TRASH SERVICES FOR FY 25-26	211,800.00
11	7	07/01/2025	5049	JENKINS & KEMPER, CPA'S P.C.	AUDIT WORK FOR FY 25-26	14,000.00
11	8	07/01/2025	3692	ROSENSTEIN FIST & RINGOLD, INC.	FY 25-26 LEGAL SERVICES	40,000.00
11	9	07/01/2025	3090	OKLAHOMA SCHOOLS INSURANCE GROUP	FY 25-26 PROPERTY/LIABILITY INSURANCE	1,451,908.00
11	10	07/01/2025	3315	PAYNE COUNTY TREASURER	FY 25-26 VISUAL INSPECTIONS	425,000.00
11	11	07/01/2025	4840	WYCHE MURPHY AGENCY, INC.	SURETY BONDS	4,635.50
11	12	07/01/2025	53175	SANDRA JASPER	ON SITE TRAINING -SYLOGIST	500.00
11	13	07/01/2025	3016	OKLAHOMA ASBO	FY 25-2026 ASBO MEMBERSHIP	900.00
11	14	07/01/2025	3016	OKLAHOMA ASBO	OK ASBO FALL CONFERENCE REGISTRATION	450.00
11	15	07/01/2025	83356	KRISTIE K NEWBY	MILEAGE FOR ED LEADERSHIP CONFERENCE	115.00
11	16	07/01/2025	3171	OSSBA	REGISTRATION FOR ED LEADERSHIP CONFERENCE	450.00
11	17	07/01/2025	1327	JQH-NORMAN DEVELOPMENT LLC	LODGING FALL ASBO CONFERENCE	660.00
11	18	07/01/2025	3171	OSSBA	FY 26 -DISTRICT UNEMPLOYMENT SERVICES	7,525.00
11	19	07/01/2025	3165	OSBI	NATIONAL BACKGROUND CHECKS	22,500.00
11	20	07/01/2025	3314	PAYNE COUNTY SHERIFF'S OFFICE	FINGERPRINTING SERVICE	14,000.00
11	21	07/01/2025	2035	INVESTIGATIVE CONCEPTS, INC.	QUICK BACKGROUND CHECKS	10,725.00
11	22	07/01/2025	52589	INSTRUCTIONAL EMPOWERMENT INC	MARZANO ANNUAL LICENSE	19,920.00
11	23	07/01/2025	3089	OKLAHOMA SCHOOLS ASSURANCE GROUP	WORKERS COMPENSATION SERVICES	353,458.00
11	24	07/01/2025	52589	INSTRUCTIONAL EMPOWERMENT INC	MARZANO INITIAL CERTIFICATION	602.00
11	25	07/01/2025	3454	POWERSCHOOL GROUP LLC	LICENSE AND SUBSCRIPTION FEES	36,737.31
11	26	07/01/2025	2603	MESSER-BOWERS INSURANCE	SOLICITOR'S BOND	100.00
11	27	07/01/2025	863	CITY OF STILLWATER	SCHOOL RESOURCE OFFICERS FY 25-26	130,671.00
11	28	07/01/2025	3125	OLD REPUBLIC SURETY GROUP	MINUTES CLERK BOND	200.00
11	29	07/01/2025	1562	FRONTLINE TECHNOLOGIES GROUP LLC	ABSENCE & TIME SOLUTION	44,979.67
11	30	07/01/2025	203	AMC URGENT CARE PLUS LLC	DOT PHYSICALS & DRUG TESTING	4,500.00
11	31	07/01/2025	83605	TYLER A BRIDGES	MILEAGE FOR OUT OF DISTRICT TRAVEL	6,500.00
11	32	07/01/2025	52705	DIAMOND ENERGY LLC	PETROLEUM PRODUCTS FOR DISTRICT VEHICLES	4,500.00

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	33	07/01/2025	53164	HOOTEN OIL LLC	PETROLEUM PRODUCTS FOR DISTRICT VEHICLES	8,000.00
11	34	07/01/2025	52468	HOLT TRUCK CENTERS OF OKLAHOMA, LLC	REPAIR AND PARTS FOR DISTRICT VEHICLES	45,000.00
11	35	07/01/2025	2950	OAPT	ON-LINE DRIVER TRAINING	600.00
11	36	07/01/2025	499	UAG TULSU JLM, LLC	REPAIRS AND PARTS FOR DISTRICT FORD VEHICLES	2,000.00
11	37	07/01/2025	2761	MAIN AUTOMOTIVE SUPPLY	PARTS AND SUPPLIES FOR DISTRICT VEHICLES	30,000.00
11	38	07/01/2025	2598	MERIDIAN TECHNOLOGY CENTER	ELDT AND BUS DRIVER TRAINING	10,000.00
11	39	07/01/2025	2638	MIDWEST BUS SALES	SERVICE REPAIRS & PARTS FOR DISTRICT VEHICLES	20,000.00
11	40	07/01/2025	3090	OKLAHOMA SCHOOLS INSURANCE GROUP	LABILITY DEDUCTIBLE FOR SPS INS. CLAIMS	7,000.00
11	41	07/01/2025	3222	OKLAHOMA TURNPIKE AUTHORITY	PIKEPASS FOR DISTRICT VEHICLES	3,000.00
11	42	07/01/2025	3696	ROSS TRANSPORTATION INC	SERVICE REPAIRS & PARTS FOR DISTRICT VEHICLES	25,000.00
11	43	07/01/2025	3908	KRYSTIE SIMON	DISTRICT VEHICLE TOWING SERVICES	3,000.00
11	44	07/01/2025	32	A + AUTO GLASS LLC	GLASS REPLACEMENT FOR DISTRICT VEHICLES	4,000.00
11	45	07/01/2025	2945	OAKES TIRE & SERVICE CENTER LLC	TIRES REPAIR SERVICES SPS VEHICLES	3,000.00
11	46	07/01/2025	3376	PHILLIPS 66 FLEET	PETROLEUM PRODUCTS FOR DISTRICT VEHICLES	250,000.00
11	47	07/01/2025	3726	SAINTS OCCUPATIONAL HEALTH NETWORK	DOT DRUG & ALCOHOL TESTING	1,400.00
11	48	07/01/2025	3975	SOUTHERN TIRE MART	TIRES FOR DISTRICT VEHICLES	25,000.00
11	49	07/01/2025	4117	STILLWATER TAG AGENCY	VEHICLE TAGS, REGISTRATION, AND EMPLOYEE MVR'S	3,000.00
11	50	07/01/2025	1717	GRIMSLEY'S INC.	CUSTODIAL CONSUMABLES - SUPPLIES	22,000.00
11	51	07/01/2025	2704	MPOWER, INC.	CUSTODIAL AND LANDSCAPE SERVICES	12,000.00
11	52	07/01/2025	2598	MERIDIAN TECHNOLOGY CENTER	TRAINING FOR MAINTENANCE EMPLOYEES	1,000.00
11	53	07/01/2025	4989	QUADIENT LEASING USA, INC	DISTRICT POSTAGE	18,700.00
11	54	07/01/2025	4595	UNIFIRST CORPORATION	MOP SERVICE	9,500.00
11	55	07/01/2025	81297	JODY D WEBBER	TRAVEL PER DIEM REIMBURSEMENT	550.00
11	56	07/01/2025	53170	AWH ORLANDO PROPERTY LLC	LODGING FOR NATIONAL CONFERENCE	1,208.25
11	57	07/01/2025	2881	NOBLE COUNTY TREASURER	NOBLE COUNTY VISUAL INSPECTION FEES FY 25-26	250.00
11	58	07/01/2025	3053	OK DEPT HUMAN SERVICES COMM DIST.	SCHOOL BASED SOCIAL WORKER	32,000.00
11	59	07/01/2025	53143	FLASHLIGHT LEARNING INC	FLASHLIGHT 360	13,875.00
11	60	07/01/2025	4090	STILLWATER FIRST UNITED METHODIST	EARLY CHILDHOOD PARTNERSHIP	18,000.00
11	61	07/01/2025	52013	TEACHER INNOVATIONS INC	PLANBOOK SUBSCRIPTION	700.00

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	62	07/01/2025	4787	WILSON LANGUAGE TRAINING	FUN HUB SUBSCRIPTION	1,210.00
11	63	07/01/2025	53101	GAMMON APPLICATIONS, LLC	RTI SCHEDULER LICENSES	3,700.00
11	64	07/01/2025	53176	FACILITRON INC	Facilities Management and Work Order System	12,000.00
11	65	07/01/2025	53041	CODEREADR, INC.	Card Reader System for SPS Events	1,018.80
11	66	07/01/2025	5020	ANGELA BRAND	PHYSICAL THERAPY SERVICES	105,000.00
11	67	07/01/2025	52119	MOBILE COMMUNICATIONS AMERICA, INC	MOBILE ANTENNA FOR DISTRICT WIDE	105.24
11	68	07/01/2025	52448	APPA, ASSC OF HIGHER ED. FAC. OFF.	PROFESSIONAL ORGANIZATION MEMBERSHIP	900.00
11	69	07/01/2025	53073	MOTOR MOUTH THERAPY LLC	OCCUPATIONAL THERAPY SERVICES	54,000.00
11	70	07/01/2025	3857	SHANNAN FROHOCK	HEARING IMPAIRED SERVICES	50,400.00
11	71	07/01/2025	309	ARH THERAPY, INC.	OCCUPATIONAL THERAPY SERVICES	108,800.00
11	72	07/01/2025	2704	MPOWER, INC.	PATHFINDERS WORK	1,000.00
11	73	07/01/2025	53114	ADVANCED THERAPY SOLUTIONS LLC	SPEECH LANGUAGE SERVICES	2,000.00
11	74	07/01/2025	1936	HOUGHTON MIFFLIN CO	MAP GROWTH	40,270.00
11	75	07/01/2025	53179	DYSPHAGIA SPECIALISTS PLLC	SPEECH LANGUAGE SERVICES	2,000.00
11	76	07/01/2025	52334	JOSE HERNANDEZ	Contract Psychologist	90,000.00
11	77	07/01/2025	52403	DANIELLE KAY TORRES	SPED ASSESSMENTS & MEETINGS	110,000.00
11	78	07/01/2025	4113	STILLWATER STEEL & SUPPLY, LLC	PROPANE FOR FORKLIFTS	500.00
11	79	07/01/2025	4438	THOMPSON SCHOOL BOOK	WORKBOOKS	643.47
11	80	07/01/2025	2872	NIEA	2025 NIEA CONFERENCE AND REGISTRATION	700.00
11	81	07/01/2025	52827	JOURNEY HOUSE TRAVEL SERVICE INC	FLIGHT FOR 2025 NIEA CONFERENCE	400.00
11	82	07/01/2025	4718	WALMART LOCAL	MIDDLE SCHOOL PIONEER PANTRY ORGANIZATION	50.00
11	83	07/01/2025	1656	GLOBAL COMPLIANCE NETWORK, INC	GCN TRAINING	1,764.00
11	84	07/01/2025	52562	OMNI OKC LLC	SPED CONFERENCE	5,684.00
11	85	07/01/2025	2160	JOSTENS, INC.	2025 SHS DIPLOMAS RE: PO 20251336	2,436.45
11	86	07/01/2025	2310	LANGUAGE LINE SERVICES	PHONE TRANSLATION SERVICES	3,000.00
11	87	07/01/2025	3082	OKLAHOMA PUB SCHOOL RESOURCE CENT	MEMBERSHIP FEE	2,500.00
11	88	07/01/2025	53163	DVP GRAND HOLDINGS, LLC	HOTEL FOR NIEA CONFERENCE	740.00
11	89	07/01/2025	2598	MERIDIAN TECHNOLOGY CENTER	BACK TO SCHOOL TRAINING	600.00
11	90	07/01/2025	53013	CUT TIME LLC	BAND PROGRAM MANAGEMENT SOFTWARE RENEWAL	349.00

<b>Non-Payroll Total:</b>	<b>\$5,402,390.69</b>
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<b>Payroll Total:</b>	<b>\$0.00</b>
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<b>Balance Forward:</b>	<b>\$0.00</b>
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<b>Report Total:</b>	<b>\$5,402,390.69</b>
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Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): BUILDING FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	1	07/01/2025	407	BANK OF OKLAHOMA	2024 LEASE PURCHASE AGREEMENT	3,000.00
<b>Non-Payroll Total:</b>						<b>\$3,000.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$3,000.00</b>

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): CHILD NUTRITION PROGRAMS FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	1	07/01/2025	52080	ACCURATE HEAT-AIR & PLUMBING, LLC	Parts & Service Repairs	26,250.00
22	2	07/01/2025	53091	BETTER DAY FARMS, LLC	Produce	10,500.00
22	3	07/01/2025	652	KYLE STEUART BUSSELL	Pest Control	5,100.00
22	4	07/01/2025	1258	ECOLAB	Sanitation & Safety Systems	15,750.00
22	5	07/01/2025	1393	EWING ELECTRIC MOTORS	Mechanical Repairs	15,750.00
22	6	07/01/2025	4886	Klement Distribution, Inc.	Ice Cream Products for 2025-2026	19,950.00
22	7	07/01/2025	1663	TULSA FRUIT CO	Produce FY 25-26	96,979.00
22	8	07/01/2025	1704	GREAT PLAINS COCA-COLA COMPANY	Coca-Cola Product FY 25-26	16,275.00
22	9	07/01/2025	1865	HILAND DAIRY FOODS COMPANY, LLC	Milk and Dairy Products for 2025-2026	283,974.00
22	10	07/01/2025	4109	STILLWATER PUBLIC SCHOOLS	Supplies, Cleaning Supplies, & Postage 2025-2026	8,400.00
22	11	07/01/2025	4644	US FOODSERVICE	Food, Paper Products, Equipment and Supplies	1,314,495.00
22	12	07/01/2025	4718	WALMART LOCAL	Office Supplies and Food Products 2025-2026	2,200.00
22	13	07/01/2025	1663	TULSA FRUIT CO	Produce, Summer Feeding, 2025-2026	5,250.00
22	14	07/01/2025	4644	US FOODSERVICE	Meals & Paper Products, Summer Feeding 25-26	10,500.00
22	15	07/01/2025	53115	GOLD STAR FOODS INC	Milk and Dairy Products for 2025-2026	8,312.40
22	16	07/01/2025	4718	WALMART LOCAL	Office Supplies and Food Products, Summer 25-26	200.00
22	17	07/01/2025	4109	STILLWATER PUBLIC SCHOOLS	CN Portion of OSAG/OSIG/ & Utilities for 2024-25	165,645.88
22	18	07/01/2025	80847	KRISTA NEAL	SNA Conference, Travel Per Diem, San Antonio, TX	379.00
22	19	07/01/2025	3469	CYBERSOFT TECHNOLOGIES, INC	PrimeroEdge Software and SchoolCafe 2025-2026	17,035.00
22	20	07/01/2025	1555	VICTOR HUGO OJEDA	Semi-annual Maintenance for 2025-2026	1,617.00
22	21	07/01/2025	1555	VICTOR HUGO OJEDA	Semi-annual Maintenance for 2025-2026	1,617.00
22	22	07/01/2025	621	BROOKS GREASE SERVICE	Clean Grease Traps	3,203.00
22	23	07/01/2025	382	B & C BUSINESS PRODUCTS	Office Supplies 2025-2026	3,500.00
22	24	07/01/2025	80995	KARA R GILBREATH	Lunch Account Reimbursement - HP 2024-2025	6.75
22	25	07/01/2025	80078	CHRISTINE M BELL	Lunch Account Reimbursement - MS 2024-2025	20.05
22	26	07/01/2025	81127	APRIL D SNETHEN	Lunch Account Reimbursement - HS 2024-2025	3.80
22	27	07/01/2025	52963	BLAST MASTER LLC	Kitchen Vent Hood Cleaning - 2024-2025	6,150.00
22	28	07/01/2025	3098	OKLAHOMA STATE DEPARTMENT OF HEALTH	Annual Food Establishment License 2025-2026	1,125.00

**Encumbrance Register**

**Options:** Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): CHILD NUTRITION PROGRAMS FUND

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22	29	07/01/2025	3098	OKLAHOMA STATE DEPARTMENT OF HEALTH	Annual Food Establishment License 2025-2026	125.00
<b>Non-Payroll Total:</b>						<b>\$2,040,312.88</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$2,040,312.88</b>

## Encumbrance Register

**Options:** Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): BOND FUND 31

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
31	1	07/01/2025	52762	TYLER TECHNOLOGIES INC	FINANCIAL SOFTWARE FY 25-26	65,799.67
31	2	07/01/2025	53103	SYLOGISTED, INC	FINANCIAL SOFTWARE FY 25-26	23,458.17
<b>Non-Payroll Total:</b>						<b>\$89,257.84</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$89,257.84</b>

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): BOND FUND 33

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
33	1	07/01/2025	52115	HILLTOP SECURITIES ASSET MGMT LLC	ANNUAL CALCULATIONS BUILDING BONDS	3,000.00
33	2	07/01/2025	2715	MUNICIPAL FINANCE SERVICES, INC.	GO BOND CONTINUED DISCLOSURE	3,500.00
33	3	07/01/2025	1346	EMTEC PEST CONTROL, INC	SENTRICON RENEWAL 4080	840.00
33	4	07/01/2025	52762	TYLER TECHNOLOGIES INC	ANNUAL SaaS SERVICES -25-26	5,250.00
33	5	07/01/2025	52762	TYLER TECHNOLOGIES INC	ADVANCED FLEET MAINTENANCE: VEHICLES UP TO 80	7,190.00
33	6	07/01/2025	52762	TYLER TECHNOLOGIES INC	SUPPORT AND MAINT. FOR GO DATA PLAN 25-26	2,156.00
33	7	07/01/2025	53117	ATWOOD DISTRIBUTING L.P	SUPPLIES FOR GROUNDS & MAINT.	750.00
33	8	07/01/2025	52979	AUTOMATION INTEGRATED, LLC	HVAC CONTROLS TROUBLESHOOTING & REPAIRS	7,500.00
33	9	07/01/2025	247	AMERICAN ROOFING & CONSTRUCTION LLC	ROOF REPAIRS	10,000.00
33	10	07/01/2025	652	KYLE STEUART BUSSELL	MOUSE TRAPS & SPRAY FOR BUGS AS NEEDED	5,000.00
33	11	07/01/2025	4926	CINTAS FIRST AID & SAFETY	FIRST AID KITS	2,750.00
33	12	07/01/2025	955	COOPER'S LOCKSMITH	HARDWARE & KEY BLANKS	8,000.00
33	13	07/01/2025	52948	KILYNN JARETT NORRIS	ELECTRIC REPAIRS	28,000.00
33	14	07/01/2025	1393	EWING ELECTRIC MOTORS	MOTOR REPAIRS	25,000.00
33	15	07/01/2025	1555	VICTOR HUGO OJEDA	ANNUAL INSPECTION OF FIRE EXTINGUISHERS	6,000.00
33	16	07/01/2025	1717	GRIMSLEY'S INC.	EQUIPMENT RENTAL	1,000.00
33	17	07/01/2025	1717	GRIMSLEY'S INC.	CUSTODIAL EQUIPMENT REPAIRS	12,000.00
33	18	07/01/2025	1756	HAMMOND FIRE SYSTEMS, LLC	INSPECTIONS AND REPAIRS	32,000.00
33	19	07/01/2025	1963	HUNZICKER BROTHERS INC	MAINTENANCE SUPPLIES	25,000.00
33	20	07/01/2025	2140	JOHNSON CONTROLS FIRE PROTECTION LP	REPAIRS TO FIRE PANEL @ HS	2,500.00
33	21	07/01/2025	2257	KINNUNEN SALES & RENTALS	GROUNDS AND MAINTENANCE SUPPLIES	4,500.00
33	22	07/01/2025	2350	LEE GLASS & WINDOW, LLC	WINDOW GLASS, HARDWARE, ETC	7,500.00
33	23	07/01/2025	2410	LOCKE SUPPLY	MAINTENANCE SUPPLIES	25,000.00
33	24	07/01/2025	2432	LOWE'S HOME IMPROVEMENT CENTER	MAINTENANCE AND GROUNDS SUPPLIES	3,000.00
33	25	07/01/2025	2761	MAIN AUTOMOTIVE SUPPLY	V BELTS FOR HVAC	2,000.00
33	26	07/01/2025	3161	ORION SECURITY SOLUTIONS	REPAIRS TO BADGE ENTRY DOORS	5,500.00
33	27	07/01/2025	3249	P & K EQUIPMENT, INC	GROUNDS PARTS, REPAIRS, & SERVICES	8,000.00
33	28	07/01/2025	3994	SPECTRUM PAINT - STILLWATER	PAINT & SUPPLIES	12,000.00
33	29	07/01/2025	4113	STILLWATER STEEL & SUPPLY, LLC	PROJECT MATERIALS	1,500.00
33	30	07/01/2025	4120	STILLWATER WINNELSON CO.	PLUMBING SUPPLIES	26,000.00
33	31	07/01/2025	52739	STOLHAND WELLS PLUMBING	HVAC REPAIRS HEATING AIR	5,000.00

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): BOND FUND 33

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
33	32	07/01/2025	4446	THYSSENKRUPP ELEVATOR CORP.	MAINTENANCE CONTRACT & REPAIRS	38,000.00
33	33	07/01/2025	4734	WCA WASTE SYSTEMS, INC	ROLL OFF DUMPSTERS	20,000.00
33	34	07/01/2025	52080	ACCURATE HEAT-AIR & PLUMBING, LLC	HVAC REPAIRS & PLUMBING	95,000.00
33	35	07/01/2025	52060	BRIGHT THINKER, INC	STUDENT SEAT LICENSES	4,985.00
33	36	07/01/2025	52982	CLOUDFARE, INC	Domain Renewal/Tech	75.00
33	37	07/01/2025	744	CDW GOVERNMENT	MFA Security Software/Tech	555.05
33	38	07/01/2025	52647	NATIONAL SEATING & MOBILITY, INC	HEADPOD PRO KIT	481.50
33	39	07/01/2025	52647	NATIONAL SEATING & MOBILITY, INC	MOBILITY ITEMS	3,038.00
33	40	07/01/2025	53177	VICTORIA BETTS	THE PLANNING BINDER	1,200.00
33	41	07/01/2025	52647	NATIONAL SEATING & MOBILITY, INC	HEAD SUPPORT	149.80
33	42	07/01/2025	52647	NATIONAL SEATING & MOBILITY, INC	SUPPORT SEAT	1,404.00
33	43	07/01/2025	52952	SECURLY, INC	SUBSCRIPTION	9,889.00
33	44	07/01/2025	3488	PROJECT LEAD THE WAY, INC.	GATEWAY PARTICIPATION FEE	950.00
33	45	07/01/2025	3488	PROJECT LEAD THE WAY, INC.	GATEWAY PARTICIPATION FEE	950.00
33	46	07/01/2025	3488	PROJECT LEAD THE WAY, INC.	PROGRAM PARTICIPATION FEE	2,200.00
33	47	07/01/2025	3650	RIVERSIDE ASSESSMENTS, LLC	SUBSCRIPTION	3,987.55
33	48	07/01/2025	1504	FOLLETT SOFTWARE COMPANY	DISTRICT MEMBERSHIP	9,635.68
33	49	07/01/2025	1996	INFINITE CAMPUS, INC	STUDENT INFORMATION SYSTEM	22,564.00
33	50	07/01/2025	52394	KUDER, INC	LICENSE	600.00
33	51	07/01/2025	2034	INTERWORKS, INC.	Phone System Support Renewal/Tech MITEL	15,079.00
33	52	07/01/2025	2034	INTERWORKS, INC.	Wireless AP Licensing/Tech RUCKUS	11,500.00
33	53	07/01/2025	2034	INTERWORKS, INC.	Backup SW Renewal/Tech VEEAM	8,000.00
33	54	07/01/2025	3454	POWERSCHOOL GROUP LLC	Emergency Messaging SW Renewal/Tech	12,812.83
33	55	07/01/2025	744	CDW GOVERNMENT	Software Licensing/Tech	750.00
33	56	07/01/2025	2876	SECURE BY DESIGN	Software Updates/Tech	2,200.00
33	57	07/01/2025	52809	AGILEBITS INC	Password Management SW/Tech	1,821.80
33	58	07/01/2025	52651	CLEVERBRIDGE, INC	Software Licensing/Tech	800.00
33	59	07/01/2025	1148	DIGICERT, INC.	Server Certificates Renewal/Tech	3,000.00
33	60	07/01/2025	744	CDW GOVERNMENT	Chrome Gopher - 1 year license	1,100.00
33	61	07/01/2025	4920	MOSYLE CORPORATION	iOS Management/Tech	4,950.00
33	62	07/01/2025	1504	FOLLETT SOFTWARE COMPANY	Library SW Renewal/Tech	8,110.80
33	63	07/01/2025	52638	RSYNC.NET INC	Online Storage/Tech	1,350.00
33	64	07/01/2025	487	BEYONDTRUST CORPORATION	App Compatibility SW/Tech	400.00
33	65	07/01/2025	1586	GAGGLE.NET, INC	Student EMail Service Renewal/Tech	11,200.00
33	66	07/01/2025	52756	INCIDENT IQ, LLC	Inventory and Ticketing Software	30,096.10
33	67	07/01/2025	2034	INTERWORKS, INC.	Wireless AP Licensing & Support	1,965.92
33	68	07/01/2025	3325	PDQ.COM CORPORATION	Deployment SW Renewal/Tech	1,930.35

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): BOND FUND 33

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
33	69	07/01/2025	53168	SHI INTERNATIONAL CORP	Microsoft Licensing Renewal SW/Tech	19,505.12
33	70	07/01/2025	53168	SHI INTERNATIONAL CORP	CROWD STRIKE Antivirus and endpoint protection.	20,981.00
33	71	07/01/2025	52137	UNIVERSITY CORP. ADV. INTERNET DEV.	Eduroam Service/Tech	650.00
33	72	07/01/2025	53161	U.S. BANK NATIONAL ASSC.	Copiers (Hardware Lease)	61,066.00
33	73	07/01/2025	53149	R.K. BLACK INC	Copiers (Service)	70,000.00
33	74	07/01/2025	2218	SIGMA TECHNOLOGY FUND LLC	Professional E-Rate Management Services	7,594.00
33	75	07/01/2025	52848	KAJEET, INC	Student hotspots	36,384.60
33	76	07/01/2025	4877	ZENDESK, INC.	Ticket SW Renewal/Tech	660.00
33	77	07/01/2025	744	CDW GOVERNMENT	Acrobat Pro for Teams licensing	5,800.00
33	78	07/01/2025	744	CDW GOVERNMENT	Google Teaching and Learning Upgrade Licenses	384.00
33	79	07/01/2025	53174	UNISOFT INTERNATIONAL INC	Scripting and automation software	2,988.00
33	80	07/01/2025	52981	NET SOL PARENT LLC	Domain Renewal/Tech	110.00
33	81	07/01/2025	53166	IDRIVE INC	Remote Access SW Renewal/Tech	260.00
33	82	07/01/2025	52637	CONNECTWISE LLC	Computer Mgmt SW/Tech	700.00
33	83	07/01/2025	52622	VROMAN SYSTEMS INC	Form SW Renewal/Tech	1,045.00
33	84	07/01/2025	52636	TWILIO INC	EMail Services/Tech	1,200.00
33	85	07/01/2025	3961	SOLARWINDS	Pingdom Servers	32.89
33	86	07/01/2025	3961	SOLARWINDS	Pingdom servers	165.00
33	87	07/01/2025	3961	SOLARWINDS	KIWI CAT Tools	287.00
33	88	07/01/2025	3961	SOLARWINDS	Kiwi Syslog Server	130.00
33	89	07/01/2025	53167	RISE VISION INCORPORATED	Signage Software/Tech	150.00
33	90	07/01/2025	52621	ATLASSIAN (US) LLC	Documentation SW/Tech -	1,450.00
33	91	07/01/2025	52642	KLIPFOLIO INC	Reporting SW/Tech	588.00
33	92	07/01/2025	52335	KONE, INC	SAFETY TEST & REPAIRS	7,000.00
33	93	07/01/2025	4750	WENGER CORPORATION	HS FIRE CURTAIN INSPECTION	9,185.68
33	94	07/01/2025	4606	UNITED RENTALS	60 FT ATRIUM/CRAWLER BOOM	4,342.18
33	95	07/01/2025	140	AIR & EARTH INC	AHERA Document Holder	3,000.00
33	96	07/01/2025	3556	RAINMAKER SPRINKLER CO.	IRRIGATION & MAINTENANCE REPAIRS	500.00
33	97	07/01/2025	4079	STILLWATER BUILDING CENTER	MAINTENANCE SUPPLIES, HARDWARE, LUMBER, PAINT	250.00
33	98	07/01/2025	52640	EDUSKILLS LLC	STUDENT DATA MANAGEMENT SOFTWARE	14,080.00
33	99	07/01/2025	52743	LIMINEX, INC	SUBSCRIPTION FOR ONLINE CLASSROOM MANAGEMENT TOOL	37,440.00
33	100	07/01/2025	53172	AMIRA LEARNING INC	STUDENT LICENSES	32,312.40
33	101	07/01/2025	1936	HOUGHTON MIFFLIN CO	DIGITAL SUBSCRIPTION FOR MATH 180	11,310.00
33	102	07/01/2025	1936	HOUGHTON MIFFLIN CO	DIGITAL SUBSCRIPTION FOR READ 180	11,160.00

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): BOND FUND 33

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
33	103	07/01/2025	52614	IMAGINE LEARNING LLC	SITE LICENSES	39,400.00
33	104	07/01/2025	2020	INSTRUCTURE, INC.	SUBSCRIPTION FOR DATA REPORTS	6,000.00
33	105	07/01/2025	2047	IXL LEARNING	SITE LICENSES GRADES K-5	35,112.50
33	106	07/01/2025	52718	BLUEBEAM INC	SOFTWARE	700.00
33	107	07/01/2025	5024	SPORTS UNLIMITED	GYM MAINTENANCE FOR JH & HS	7,500.00
33	108	07/01/2025	4606	UNITED RENTALS	EQUIPMENT RENTAL	1,000.00
33	109	07/01/2025	52990	SIGNS & WONDERS	SERVICE TO HS SCOREBOARD	1,200.00
33	110	07/01/2025	52979	AUTOMATION INTEGRATED, LLC	PUMP MOTOR STARTERS & NEW CONTROL VALVE	5,449.00
33	111	07/01/2025	1996	INFINITE CAMPUS, INC	Student Information System	45,327.50
<b>Non-Payroll Total:</b>						<b>\$1,124,567.25</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$1,124,567.25</b>

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, Fund(s): SINKING FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
41	1	07/01/2025	407	BANK OF OKLAHOMA	BOND FUND PAYMENT- DECEMBER 2025	719,856.25
<b>Non-Payroll Total:</b>						<b>\$719,856.25</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$719,856.25</b>



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer  
**APPROVED BY:** Tyler Bridges, Superintendent  
**DATE:** Jul 8, 2025

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**AGENDA ITEM:**

Annual Activity Fund Planning and Approval Packages for FY 2025-2026

**BOARD ACTION REQUESTED:**

Motion to Approve Annual Activity Fund Planning and Approval Packages for FY 2025-2026

**BACKGROUND INFORMATION:**

Our auditor has stated that the Board of Education, at the beginning of each fiscal year, should approve all Activity Fund Sub-accounts and the purposes for which monies collected can be expended. They have further recommended that this be done in the following manner:

“Written documents should be prepared for each of the District’s Activity Funds on an annual basis.... These documents should outline the appropriate collections and acceptable expenditures for every Activity Fund Subaccount....”

The attached Annual Activity Fund Planning and Approval Package (Policy CFB-E1) provides the purpose of the account, the source(s) of income, and planned expenses. In addition, the package includes a Fund Subaccount Budget for 2025-2026, a Report on the Prior Year Fund Subaccount Budget, and Fundraiser Request for 2025-2026.

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 25-26 Sponsor Name: MISYI HOME

Name of Activity Fund: Alfred Golf Scholarship Account No: 996

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

**PACKET CONTENTS:**

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
APPROVAL OF ACCOUNT FORM	PAGE 2	ul
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	ul
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	n/a
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	

*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 06/04/2025 SITE: SHS

ACCOUNT NAME: Allred Golf Scholarship Fund

PURPOSE

To collect donations and distribute them to student scholarship recipients

SOURCE(S) OF INCOME

Donations

PLANNED EXPENSES

Scholarships

SPONSOR NAME

SIGNATURE

Misty D. Horne ↔ Misty Horne

PRINCIPAL/DIRECTOR

SIGNATURE

Walter R. Howell ↔ Walter Howell

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: Rachel Berra DATE: 7/1/25

ACCOUNT NUMBER: 9916

BOARD OF EDUCATION APPROVAL DATE: \_\_\_\_\_

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 25-26 Sponsor Name: Misty Home

Name of Activity Fund: Alfred Golf Scholarship Account No: 996

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>20,500<sup>00</sup></u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
<u>Donations</u>	\$ <u>1,000<sup>00</sup></u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>1,000<sup>00</sup></u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>21,500<sup>00</sup></u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
<u>Scholarships</u>	\$ <u>1,000<sup>00</sup></u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>1,000<sup>00</sup></u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>20,500<sup>00</sup></u>	\$ _____

**FUNDRAISER REQUEST**

Submit one copy per fundraiser (Due April 30 and November 30)

Reporting School Year: \_\_\_\_\_ Sponsor Name: \_\_\_\_\_

Name of Activity Fund: \_\_\_\_\_ Account No: \_\_\_\_\_

**DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):**

**PURPOSE OF RAISING FUNDS:**

NIA

**FUNDRAISER DATES:** START \_\_\_\_\_ END \_\_\_\_\_

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. \_\_\_\_\_ - EST. EXP. \_\_\_\_\_ = EST. PROFIT \_\_\_\_\_

SPONSOR SIGNATURE \_\_\_\_\_

ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION \_\_\_\_\_

BOARD OF EDUCATION APPROVAL DATE \_\_\_\_\_

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

ACT. INC. \_\_\_\_\_ - ACT. EXP. \_\_\_\_\_ = ACT. PROFIT \_\_\_\_\_  
(Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

SPONSOR SIGNATURE \_\_\_\_\_

FINANCIAL SECRETARY SIGNATURE \_\_\_\_\_

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

due April 30 each year or upon request of a new account

Reporting School Year: 25-26

Sponsor Name: Shelli Myers

Name of Activity Fund: Student Supply

Account No: 801

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of the activity fund balance if it exceeds \$1000 and 30% of projected revenue:

We would never carry over funds intentionally. If any funds remain, it means we met all purchase needs for student supplies during the school year. It is never more than 30%.

**PACKET CONTENTS:**

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
APPROVAL OF ACCOUNT FORM	PAGE 2	SM
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ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	n/a
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 3	SM

\* This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 4/27/25

SITE: WW

ACCOUNT NAME: STUDENT SUPPLY

PURPOSE

To purchase student supplies, field trip and transportation costs, 5th grade graduation supplies, extended learning opportunities for students, student furnishings, student technology and curriculum.

SOURCE(S) OF INCOME

Student supply fees, donations.

PLANNED EXPENSES

25-26 Board Approved student supplies, field trip/transportation costs, School Safety License, 5th grade graduation supplies, extended learning opportunities, student furnishings, student technology, Board Approved curriculum

SPONSOR NAME

Shelli Myers

SIGNATURE

*Shelli Myers*

PRINCIPAL/DIRECTOR

Darren Nelson

SIGNATURE

*Darren Nelson*

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: *Kathleen*

DATE: 5/23/25

ACCOUNT NUMBER: 801

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 25-26

Sponsor Name: Shelli Myers

Name of Activity Fund: Student Supply

Account No.: 801

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Student Supply Fee	\$ 12000.00	
Donations	\$ 2000.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total Revenues:</b>	<b>\$ 14000.00</b>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ _____	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Student Supplies/Furnishing/Curriculum	\$ 10000.00	
Field Trips/Transportation Costs	\$ 400.00	
Extended Learning Opportunities	\$ 500.00	
School Safety Site License	\$ 2000.00	
Student Tech & Curriculum	\$ 1000.00	
5th Grade Graduation	\$ 150.00	
<b>Total Expenditures:</b>	<b>\$ 14050</b>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ _____	\$ _____

\* Leave this column blank until actuals are determined at the end of the school year/fiscal year.

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

due April 30 each year or upon request of a new account

Reporting School Year: 25-26

Sponsor Name: Annie Anderson

Name of Activity Fund: Library

Account No: 803

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of the activity fund balance if it exceeds \$1000 and 30% of projected revenue:

Projected 25-26 balance, pending current

**PACKET CONTENTS:**

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
APPROVAL OF ACCOUNT FORM	PAGE 2	KA
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ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	KA
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 3	KA

\* This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 25-26

SITE: WW

ACCOUNT NAME: Library 803

PURPOSE

To purchase library materials and supplies, print resources, digital resources for Faculty/Staff and students, technology devices and accessories, and to purchase book fairs supplies.

SOURCE(S) OF INCOME

Book Fair Revenue, lost/stolen book replacement costs and donations

PLANNED EXPENSES

Purchase library materials and supplies, student magazine renewals, professional magazine renewals, Junior Library Guild renewal, Sequoyah books, replacement books, software/online subscriptions, print resources for faculty/staff and students, technology devices and accessories, as well as book fair supplies.

SPONSOR NAME

Annie Anderson

SIGNATURE

[Handwritten signature]

PRINCIPAL/DIRECTOR

Darren Nelson

SIGNATURE

[Handwritten signature]

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Handwritten signature]

DATE: 5/23/25

ACCOUNT NUMBER: 803

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 25-26

Sponsor Name: Annie Anderson

Name of Activity Fund: Library

Account No: 803

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1.	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Book Fair Fall of 2025	\$ 2000.00	
Book Fair Spring of 2026	\$ 5000.00	
Lost/Replacement Books	\$ 200.00	
Donations	\$ 150.00	
	\$ _____	
	\$ _____	
<b>Total Revenues:</b>	<b>\$ 7350.00</b>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ _____	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Books/Print Supplies	\$ 5000.00	
Book Fair Supplies	\$ 250.00	
Digital Resources	\$ 2000.00	
Digital Devices/Accessories	\$ 1000.00	
Library Supplies/Materials	\$ 1000.00	
	\$ _____	
<b>Total Expenditures:</b>	<b>\$ 9250.00</b>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ _____	\$ _____

\* Leave this column blank until actuals are determined at the end of the school year/fiscal year.

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**STILLWATER BOARD OF EDUCATION**

**CFB-E1**

**FUNDRAISER REQUEST**

Submit one copy per fundraiser (Due April 30 and November 30)

Reporting School Year: 25-26

Sponsor Name: Annie Anderson

Name of Activity Fund: Library

Account No: 803

**DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):**

Scholastic Book Fair Merchandise

**PURPOSE OF RAISING FUNDS:**

To provide print and digital library resources for Westwood students and faculty and to purchase library supplies.

**FUNDRAISER DATES:**  START 2/23/26

END 3/7/26

**AMOUNT OF MONEY TO BE RAISED:**

EST. INC. 4000 - EST. EXP. 300 = EST. PROFIT 3700

  
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

  
PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_

END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

ACT. INC. \_\_\_\_\_  
(Reconciles to Deposits)

- ACT. EXP. \_\_\_\_\_  
(Reconciles to fundraiser related POs)

= ACT. PROFIT \_\_\_\_\_  
(Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

SPONSOR SIGNATURE \_\_\_\_\_

FINANCIAL SECRETARY SIGNATURE \_\_\_\_\_

2

STILLWATER BOARD OF EDUCATION

CFB-E1

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30 and November 30)

Reporting School Year: 25-26

Sponsor Name: Annie Anderson

Name of Activity Fund: Library

Account No: 803

DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):

Scholastic Book Fair Merchandise

PURPOSE OF RAISING FUNDS:

To provide print and digital library resources for Westwood students and faculty and to purchase library supplies.

FUNDRAISER DATES:

START 9/15/25

END 10/5/25

AMOUNT OF MONEY TO BE RAISED:

EST. INC. 4000 - EST. EXP. 300 = EST. PROFIT 3700

SPONSOR SIGNATURE [Signature]

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION [Signature]

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE:

END DATE:

FUNDRAISER PROFIT

ACT. INC. (Reconciles to Deposits)

- ACT. EXP. (Reconciles to fundraiser related POs)

= ACT. PROFIT (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

due April 30 each year or upon request of a new account

Reporting School Year: 25-26

Sponsor Name: Shelli Myers

Name of Activity Fund: Special Events

Account No: 807

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of the activity fund balance if it exceeds \$1000 and 30% of projected revenue:

None of the revenue for this account come from student fundraising.

**PACKET CONTENTS:**

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REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 3	SM

\* This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 4/24/25

SITE: WW

ACCOUNT NAME: Special Events 807

PURPOSE

Commissions and funds from special school activities.

SOURCE(S) OF INCOME

Coke commission and picture day commission, after school clubs

PLANNED EXPENSES

School supplies, transportation, site equipment, field trip and transportation costs, teacher training, refreshments for special meetings/special days, educational materials, software site/license, office supplies, student needs, school safety, facility enchantment, staff appreciation, student snacks and background checks and stipends for club sponsors.

SPONSOR NAME

Shelli Myers

SIGNATURE

Shelli Myers

PRINCIPAL/DIRECTOR

Darren Nelson

SIGNATURE

Darren Nelson

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Signature]

DATE: 5/23/25

ACCOUNT NUMBER: 807

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 25-26

Sponsor Name: Shelli Myers

Name of Activity Fund: Special Events

Account No: 807

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Picture Day Commission	\$ 1000.00	
After School Clubs	\$ 6000.00	
Coke Commission	\$ 150.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total Revenues:</b>	<b>\$ 7150.00</b>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ _____	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Student Supp/Snacks/Furnishings/Curricl	\$ 5000.00	
Field Trips/Trans. Costs/Club Stipends	\$ 2000.00	
Staff Hospitality Lunch/Trang Refreshme	\$ 100.00	
Software/Site Lic, Educ. Materials	\$ 500.00	
Background Checks, Office Supplies	\$ 200.00	
Furniture, Site Equipment	\$ 600.00	
<b>Total Expenditures:</b>	<b>\$ 8400.00</b>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ _____	\$ _____

\* Leave this column blank until actuals are determined at the end of the school year/fiscal year.

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

due April 30 each year or upon request of a new account

Reporting School Year: 25-26 Sponsor Name: Shelli Myers

Name of Activity Fund: Donations Account No: 856

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of the activity fund balance if it exceeds \$1000 and 30% of projected revenue:

**PACKET CONTENTS:**

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REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 3	SM

\* This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 4/25/25

SITE: WW

ACCOUNT NAME: Donations

PURPOSE

Overall school support

SOURCE(S) OF INCOME

Parent and community donations

PLANNED EXPENSES

classroom needs, student needs (field trips and transportation, clothing), office supplies, toner

SPONSOR NAME

Shelli Myers

SIGNATURE

Shelli Myers

PRINCIPAL/DIRECTOR

Darren Nelson

SIGNATURE

Darren Nelson

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: Kulu Bopp

DATE: 5/23/25

ACCOUNT NUMBER: 856

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 25-26 Sponsor Name: Shelli Myers

Name of Activity Fund: Donations Account No: 856

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Parent Donations	\$ 1200.00	
Community Donations	\$ 650.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total Revenues:</b>	\$ 1850.00	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ _____	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Classroom Items/Technology	\$ 1000.00	
Student Needs (field trips, clothes, snacks)	\$ 200.00	
Office Supplies/Toner	\$ 300.00	
Field Trip Admissions	\$ 200.00	
Transportation	\$ 100.00	
_____	\$ 1800.00	
<b>Total Expenditures:</b>	\$ _____	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ _____	\$ _____

\* Leave this column blank until actuals are determined at the end of the school year/fiscal year.

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

due April 30 each year or upon request of a new account.

Reporting School Year: 25-26 Sponsor Name: Shelli Myers

Name of Activity Fund: PTO (Formerly PTA) Donations Account No: 857

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of the activity fund balance if it exceeds \$1000 and 30% of projected revenue:

**PACKET CONTENTS:**

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
APPROVAL OF ACCOUNT FORM	PAGE 2	SM
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	SM
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	n/a
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 3	SM

\* This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 4/25/25

SITE: WW

ACCOUNT NAME: Donations

PURPOSE

Overall school support

SOURCE(S) OF INCOME

Parent and community donations

PLANNED EXPENSES

classroom needs, student needs (technology, field trips and transportation, clothing), office supplies, toner for Golden Oaks printer and stipends for after school clubs, playground and outdoor classroom supplies

SPONSOR NAME

Shelli Myers

SIGNATURE

Shelli Myers

PRINCIPAL/DIRECTOR

Darren Nelson

SIGNATURE

Darren Nelson

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Signature]

DATE: 5/23/25

ACCOUNT NUMBER: 857

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 25-26 Sponsor Name: Shelli Myers

Name of Activity Fund: PTO (Formerly PTA) Donations Account No: 857

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Parent Donations	\$ 500.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total Revenues:</b>	\$ 500.00	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ _____	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Classroom Items/Technology	\$ 500.00	
School Needs	\$ 100.0	
Office Supplies/Toner	\$ 300.00	
Field Trip Admissions	\$ 100.00	
Transportation	\$ 100.00	
After School Club Stipends	\$ 750.00	
<b>Total Expenditures:</b>	\$ 1850.00	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ _____	\$ _____

\* Leave this column blank until actuals are determined at the end of the school year/fiscal year.



## STILLWATER PUBLIC SCHOOLS

### STILLWATER BOARD OF EDUCATION

**PREPARED BY:** Dr. Angela Rhoades, Assistant Superintendent  
**APPROVED BY:** Mr. Tyler Bridges, Superintendent  
**DATE:** July 8, 2025

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#### **AGENDA ITEM:**

##### **Educational Services FY 2025-2026 Contracts and Agreements:**

- 1) Amira (Elementary Reading Screener)
- 2) Oklahoma State University Office of Scholarships and Financial Aid (Federal Work Study Agreement)

#### **BOARD ACTION REQUESTED:**

Motion to Approve Contracts for 2025-2026.

#### **BACKGROUND INFORMATION:**

##### **NEW Contracts & Agreements:**

###### **New Contract - Annual Renewal, No Cost to SPS**

###### 1) **Amira** Elementary Reading Screener Agreement

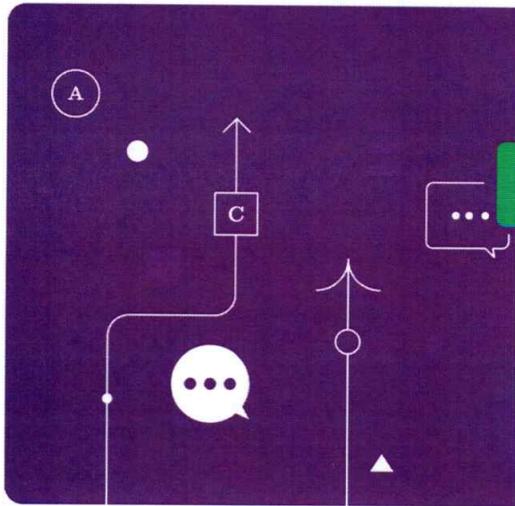
Amira will be the elementary reading screener for K-5 starting in 2025-26. Amira will replace SPS's previous tool, iStation. The Amira screening assessment has been approved by the Oklahoma State Board of Education. There are several pieces to Amira. 1. Universal Screening - The Amira Universal Screener offers a quick and reliable way to assess the reading abilities of all students, ensuring early detection of potential reading difficulties. 2. Screening for Characteristics of Dyslexia - Amira's Dyslexia Screener is designed to identify indicators of dyslexia and other reading disorders, facilitating early and effective support. 3. Amira Tutor - As students read aloud, Amira Listens, assesses mastery, and delivers 1:1 tutoring proven by independent research to drive measurable reading growth. 4. Amira Instruct - Turns real-time assessment data into differentiated instruction that adapts to each student and stays aligned with district goals. This contract is valid from July 1, 2025, through June 30, 2026.

##### **Renewal Contracts & Agreements:**

###### **Annual Renewal - Existing Contract, No Cost to SPS**

###### 1) **Oklahoma State University Office of Scholarships and Financial Aid** Federal Work Study Agreement

Public School Agreement with Oklahoma State University Office of Scholarships and Financial Aid - This agreement between OSU and Stillwater Public Schools concerns the placement of Community Service Federal Work-Study (FWS) tutors within Stillwater Public School elementary sites, middle school, and junior high school. The tutors will be hired and paid through OSU's Office of Scholarships and Financial Aid. Tutors will be required to submit a cleared background check and complete all district-required trainings. No changes from the previous year. This contract is valid from July 1, 2025, through June 30, 2026.



THE INTELLIGENT  
**Growth Engine**

## Quote

**Amira Q-71965**

## Prepared For

Stillwater Public Schools  
314 S Lewis St  
ACCOUNTS PAYABLE  
Stillwater, OK, 74074-3515

## Your Amira Partner

Heather Tennyson  
Partnership Manager-OK  
heather.tennyson@amiralearning.com

Quote: Q-71965  
 Prepared For: Stillwater Public Schools  
 Expires On: 7/31/2025

Amira Instruct Student License					
QTY	Product	Campus	Start Date	Months	Sales Price
2585	Amira Instruct Student License		7/01/2025	12	\$32,312.50

Start Date: 7/01/2025	Term: 12	End Date: 6/30/2026
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List Amount	\$32,312.50
Tax Amount	\$0.00
Customer Total	\$32,312.50

*Matt Jerni 5/29/25*  
*(RSA / SRA funds)*

Quote: Q-71965

Prepared For: Stillwater Public Schools

Expires On: 7/31/2025

**Disclaimer:** Pricing is as quoted and is subject to change based on any modifications to bundle configurations, enrollment updates, or other adjustments. Additional options are to be paid in full. Totals include applicable taxes, which should be reflected on your Purchase Order (if applicable).

To avoid delays in processing your order, please ensure the following:

- Email your Purchase Order, including the provided quote number, to [orders@amiralearning.com](mailto:orders@amiralearning.com).
- Digitally sign the contract provided upon commitment with your Amira partner.

Amira Terms of Use: <https://amiralearning.com/amira-terms>

Amira Privacy Policy: <https://amiralearning.com/amira-privacy>

Istation Terms of Use: <https://amiralearning.com/istation-terms>

Istation Privacy Policy: <https://amiralearning.com/istation-privacy-policy>

Multiparty Data Sharing Agreement: <https://amiralearning.com/oklahoma-okse-multiparty-data-sharing-agreement>

### Agreement Execution

By signing below, the Parties agree to the terms outlined in this Agreement. This document has been executed and delivered by the authorized representatives of each Party.

I have read and agree to the linked Terms and Conditions:

**Amira**

Signature

 Richard Watson

**Customer**

Signature



Quote: Q-71965  
Prepared For: Stillwater Public Schools  
Expires On: 7/31/2025

_____	_____
Printed Signature:	Printed Signature:
Richard Watson	_____
Title:	Title:
Chief Revenue Officer	_____
Dated:	Dated:
6/16/2025	_____

To ensure timely and accurate fulfillment, please provide the requested contact information below:

**Primary Implementation Contact**

**Accounts Payable / Billing Contact**

Name:

Name:

\_\_\_\_\_

\_\_\_\_\_

Email:

Email:

\_\_\_\_\_

\_\_\_\_\_

Phone:

Phone:

\_\_\_\_\_

\_\_\_\_\_

Quote: Q-71965

Prepared For: Stillwater Public Schools

Expires On: 7/31/2025

**District Technology Contact**

Name:

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Email:

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Phone:

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**District Data Contact**

Name:

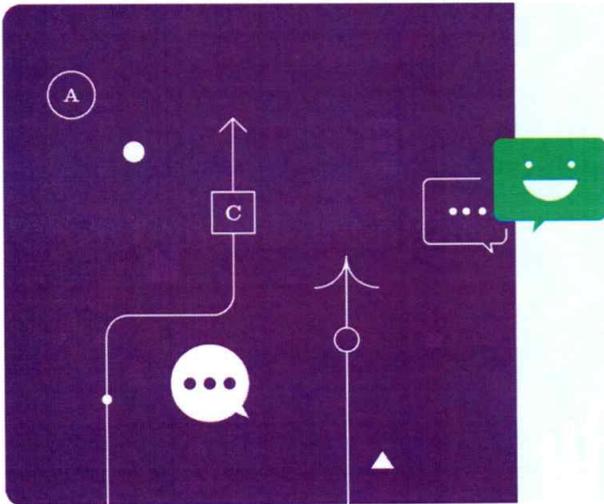
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Email:

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Phone:

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THE INTELLIGENT  
**Growth Engine**

# Upgrade to the Next Generation of Amira

See What's Coming for Istation and  
Amira Customers

**Asses. Instruct. Tutor.** Upgrading to the new Amira's A-I-T Reading Suite ensures deeper insights, core-aligned instruction, and research-validated tutoring that translates to **reading growth for every student.**

## Assess with Accuracy—More Measurement Points, Deeper Insight

The upgraded Amira ISIP is more powerful than ever, offering **criterion- and norm-referenced insights and new ways to assess reading skills**. With unmatched precision, Amira measures more skills, analyzes more data points, and provides deeper insights. It is the best of both Istation and Amira!

You get:

- ❑ **Science of Reading-Based, Productive Assessment** – A read-aloud, AI-driven assessment that evaluates reading skills across Scarborough’s Reading Rope in 20 minutes or less, in both English and Spanish.
- ❑ **Comprehensive & Adaptive Skill Measurement** – Goes beyond Oral Reading Fluency (ORF) to assess decoding, phonemic awareness, spelling/encoding, vocabulary, and listening comprehension, adapting to keep students in their Zone of Proximal Development (ZPD).
- ❑ **AI-Proctored, Teacher-Friendly Design** – Amira proctors, models, listens, measures, and analyzes in real time—eliminating the need for extensive teacher training, manual scoring, and time-consuming data analysis.
- ❑ **Norm & Criterion-Referenced Insights** – Provides dynamic, actionable reports, including longitudinal growth tracking, tiered and group reports, grade level achievement scores, and state standards-based insights.

Why It Matters:

With **10x more measurement points captured** than traditional computer adaptive tests, Amira provides an equitable, non-biased, research-based measure of student progress, ensuring early identification of reading challenges.

# Instruct: Align Your Instructional Framework to Student Needs in Real Time

Amira Instruct connects Assess and Tutoring to core-aligned strategies that make every teaching moment intentional. By **driving core-coherence**, it ensures instruction is purposeful and moves every student forward with next steps directly connected to your core scope and sequence.

You get:

- ❑ **Curriculum-Coherent AI Lesson Planner** – Morphs to a district’s core curriculum scope and sequence, ensuring every instructional moment is tied to your instructional framework.
- ❑ **Core-Coherent Assignments** – Teachers can group Tier 1, 2, and 3 students by skill need, assign micro-lessons aligned to their curriculum, and track progress across Scarborough’s Reading Rope, ensuring cohesion between assessment, instruction, and practice.
- ❑ **Diagnostic-Driven, Individualized Instruction** – AI morphs to district curricula, generating Individualized Reading Instruction Plans (IRIPs) that map directly to scope and sequence.
- ❑ **Action Alerts & Real-Time Data Updates** – Surfaces the most critical insights, ensuring no student slips through the cracks and guiding educators to the next best step in instruction.
- ❑ **Amira Bot for Instant Teacher Support** – AI-powered assistance directly within the dashboard, answering instructional questions on demand.

Why It Matters:

**Amira Instruct doesn’t just deliver differentiated instruction—it drives coherence** by ensuring that assessment, instruction, and tutoring work as a seamless system within your instructional framework. Teachers teach and AI handles the heavy lifting – keeping daily and weekly literacy goals aligned to core instruction. No other company offers this novel technology!

# Tutor: Evidence-Based, AI-Guided 1:1 Support

Amira Tutor delivers high-dosage, **research-backed reading practice that outperforms human tutoring**, helping students build fluency, comprehension, and confidence.

You get:

- **Individualized, Productive Practice** – Students engage by reading aloud in structured, daily formative diagnostics aligned with the Science of Reading.
- **Real-Time Micro-Interventions** – AI delivers just-in-time scaffolding, using research-based techniques like Elkonin sound boxes and explicit decoding strategies.
- **Socratic Dialogue for Comprehension** – Builds inferencing, vocabulary, and deep reading skills through guided discussion with fluent students.
- **Expanded Micro-Lesson Library** – Now includes hundreds of additional micro-interventions enhancing fluency, decoding, and comprehension.
- **Core-Coherent Practice** – Directly links to teacher-assigned skills in Instruct, ensuring tutoring aligns with classroom instruction.

## Why It Matters:

Amira Tutor has been independently validated to accelerate reading growth, generating **8 to 17 additional weeks of progress annually**, surpassing traditional interventions. We've got the evidence to prove it!

## Why Upgrade?

- **A Fully Integrated A-I-T Learning Cycle** – With the power of AI, assessment informs instruction, instruction powers tutoring, and tutoring reinforces assessment, creating a seamless growth engine for students.
- **Built for Science of Reading-Aligned Districts** – Supports structured literacy approaches and ensures instructional coherence at every level, for all tiers.
- **Less Testing, More Learning** – Screening and progress monitoring happen seamlessly during the reading block—no extra testing time needed. Students stay engaged, unaware they’re being assessed, while teachers get real-time insights for timely interventions.
- **Expanded Micro-Lesson Library** – Now includes hundreds of additional micro-interventions enhancing fluency, decoding, and comprehension.
- **Core-Coherent Practice** – Directly links to teacher-assigned skills in Instruct, ensuring tutoring aligns with classroom instruction.

Amira’s **next-generation AI solution** ensures that every student receives the precise support they need—at the right time, in the right way.

**Contact your Amira Learning representative to learn more about current customer special pricing - this year only!**

Effective June 2024, Istation is a 100% wholly owned subsidiary of Amira Learning, Inc. As part of our integration efforts and to enhance efficiency across our organization, we are integrating our financial and banking structures under a single Federal Employer Identification Number (FEIN).

Effective immediately, all transactions, invoices, and financial documentation should be processed using the following federal employer identification number and banking information:

**Federal Employer Identification Number (FEIN):** 82-2207220

**Banking Information**

**ACH Payments (preferred):**

Bank Name: Western Alliance Bank  
ABA Routing Number: 121143260  
Bank Address: One East Washington Street Ste 2500 Phoenix, Arizona 85004 U.S.A

Account Name: Amira Learning Inc  
Account Number: 8996514912  
Beneficiary Address: 5214f Diamond Heights Blvd # 3255 San Francisco, CA 94131

**Check Payments:**

Amira Learning Inc  
PO BOX 92448  
Las Vegas, NV 89193-2448

*(Note: Please do not send check payments to the beneficiary address noted on the W-9. Check payments should be sent to Amira Learning, Inc.'s lockbox, which is administered by Western Alliance Bank. This address differs from the one listed on the W-9.)*

To assist in updating your records, we have attached the following documents:

- Amira Learning, Inc. Form W-9
- Official Banking Letters confirming our updated banking details

Please update your records to reflect this change and ensure that all future payments and correspondence are directed accordingly.

If you have any questions or require additional information, please do not hesitate to reach out to [AccountsReceivable@amiralearning.com](mailto:AccountsReceivable@amiralearning.com).

We appreciate your partnership and cooperation.  
Sincerely,



Monika Flood, CFO  
Amira Learning, Inc.

# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

**Give form to the  
 requester. Do not  
 send to the IRS.**

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

<b>Print or type. See Specific Instructions on page 3.</b>	<b>1</b> Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) <b>Amira Learning, Inc.</b>	
	<b>2</b> Business name/disregarded entity name, if different from above.	
	<b>3a</b> Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only <b>one</b> of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ <b>Note:</b> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____	<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	<b>3b</b> If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____ <input type="checkbox"/>	
<b>5</b> Address (number, street, and apt. or suite no.). See instructions. <b>5214F Diamond Heights Blvd #3255</b>	Requester's name and address (optional)	
<b>6</b> City, state, and ZIP code <b>San Francisco, CA 94131</b>	<b>7</b> List account number(s) here (optional) <b>Remit to: P.O. Box 92448, Las Vegas, NV 89193-2448</b>	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>									
<b>or</b>									
<b>Employer identification number</b>									
8	2	-	2	2	0	7	2	2	0

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person <i>Monika Flood</i>	Date <b>April 27, 2025</b>
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## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

**BANK ACCOUNT VERIFICATION LETTER**

**2/18/2025**

**RE: Amira Learning Inc**

To Whom It May Concern,

This letter is to inform you that **Amira Learning Inc** has an account with Western Alliance Bank.

The routing number: **122105980**

Account number: **8996514912**

We are pleased to confirm the account is in good standing and the information below for Incoming Wire Transfer and Incoming ACH Payments:

**Beneficiary Bank Information**

Bank Name: Western Alliance Bank  
SWIFT Code: BBFXUS6S  
ABA Routing #: 122105980  
Bank Address: One East Washington Street Ste 2500  
Phoenix, Arizona 85004 U.S.A

**Beneficiary Information**

Account Name: **Amira Learning Inc**  
Account Number: **8996514912**  
Beneficiary Address: **5214f Diamond Heights Blvd # 3255  
San Francisco, CA, 94131**

The information is supplied solely for the purposes of reference, without any responsibility on the part of Western Alliance Bank, its agents, representatives, or affiliates for errors or omissions.

Sincerely,



Matthew Benidt

Head of Branch Banking



# Office of Scholarships and Financial Aid Community Service Federal Work-Study (FWS) Public School Agreement

## **AGREEMENT**

This AGREEMENT is made this August 1, 2025, by and between Oklahoma State University, hereinafter referred to as the “Institution,” and Independent School District No. 16 of Payne County, Oklahoma, d/b/a Stillwater Public Schools, hereinafter referred to as the “Agency,” a public organization, governmental agency, or a private non-profit organization that qualifies under the Federal Economic Opportunity Act of 1964, as amended, and the regulations governing the Federal Work-Study Program (34 CFR 675), to provide work to eligible students participating in the Federal Work-Study Program.

### **1. Student Assignment**

The Institution agrees to use its best efforts to make eligible students available to the Agency for the performance of specified work assignments under the conditions set forth herein. The Institution further agrees to use its efforts to supply students of appropriate capability, but in no event shall the Institution be liable to the Agency for their acts of commission or omission.

### **2. Payroll and Tax Withholding**

For accounting and payment purposes, it is agreed that the Institution shall be the responsible party for paying the student the compensation for work performed. The Institution will withhold any required state and federal income taxes, unemployment insurance, and FICA (Social Security and Medicare), if applicable.

### **3. Transportation**

It is agreed that neither the Institution nor the Agency shall have any obligation to provide transportation for students to and from their work assignments or to compensate students in lieu of transportation.

### **4. Removal or Resignation**

The Institution, either on its own initiative or at the request of the Agency upon reasonable notice, shall have the right and authority to remove students from a specified work assignment. Students may also resign from their positions upon reasonable notice.

### **5. Agency Responsibilities**

#### **a) Non-Discrimination**

The Agency shall not illegally discriminate against any student on the basis of race, color, religion, sex (including pregnancy, sexual orientation, or gender identity), genetic information, national origin, disability, age, veteran status, or any other status protected by law. The Agency agrees to comply with applicable laws, including the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, as well as the implementing regulations of the U.S. Department of Education.

#### **b) Supervision and Reporting**

The Agency shall provide adequate and responsible direct supervision of all student work assignments, maintain proper working conditions, and permit the Institution to inspect the premises if it elects to do so. The Agency shall:

- Maintain and make available the names of supervisors authorized to sign student time sheets;
- Record and verify hours worked daily by each student, attested to by an authorized Agency official;
- Submit student work records using forms provided by the Institution at the end of each pay period.

#### **c) Prohibited Work Activities**

No student shall perform work that:

- Results in the displacement of employed workers or impairs existing service contracts;
- Fills a position vacated due to a strike;
- Involves partisan or nonpartisan political activities or lobbying at the federal level;

*OSU Community Service FWS Public School Agreement- Continued*

- Involves construction, operation, or maintenance of any facility used for sectarian instruction or as a place of religious worship.

**d) Institutional Policy Compliance**

The Agency agrees to follow the procedures and policies of the Institution, as they may be amended by the Institution, with respect to:

- Recording of hours worked;
- Changing job functions or conditions;
- Terminating students;
- Adjusting wage rates;
- Meeting deadlines for required forms, records, or information related to the Federal Work-Study Program.

**e) Legal Compliance**

The Agency agrees to comply with all applicable federal, state, and local laws, ordinances, and regulations in its general activities and in connection with the work performed by students.

**f) Confidentiality**

The Agency agrees to maintain the confidentiality of any student education records or personal information in accordance with the Family Educational Rights and Privacy Act (FERPA).

**6. Background Checks and Training**

In consideration of the work performed by the students, the Agency will require a cleared background check from each student. Background checks must:

- Be cleared within thirty (30) days from the first day of work for the student;
- Contain a clear status on a criminal and felony background check, a search of the Oklahoma Sex Offender Registry, and the Mary Rippy Violent Crime Offender Registry; and
- Be submitted to the Agency’s Federal Programs office before the first day of work date for the student.

Students may use Appendix A to complete a background check through the Agency. Agency will invoice Institution for said background checks and payment will be due forty-five (45) days from the date of invoice. The Agency will provide any required OSHA training at no cost to the student or Institution.

**7. Employment Status and Liability**

It is understood that students placed with the Agency under this agreement are not employees of the Agency for any purpose, including but not limited to liability, compensation, or benefits. The Institution shall make required tax withholdings and any employer contributions under applicable state and federal laws, including workers’ compensation.

**8. Termination**

The term of this agreement shall be for one (1) year from August 1, 2025 – June 30, 2026. This agreement may be terminated by either party at any time upon two (2) weeks' written notice to the other party.

**IN WITNESS WHEREOF**

The parties have executed this agreement by their duly authorized officers as of the day and year first written above.

Stillwater Public Schools

Oklahoma State University

\_\_\_\_\_  
Roberta Douglas  
Stillwater Public Schools School Board President

*Julie Swaringim-Griffin on behalf of*  
\_\_\_\_\_  
Kenneth W. Sewell  
Vice President for Research

\_\_\_\_\_  
Date

7/1/25  
\_\_\_\_\_  
Date

Contact Information:

Elizabeth McBee  
Director of Federal and OSU Programs  
405-707-5026  
[emcbee@stillwaterschools.com](mailto:emcbee@stillwaterschools.com)

APPENDIX A

**WORKSTUDY BACKGROUND CHECK**

*Attached on the following page.*



## READING SUFFICIENCY TESTING STRONG READERS ACT

Reading sufficiency testing will be conducted in this school district to ensure that each student has attained the necessary reading skills upon completion of the third grade.

To identify students who have a reading deficiency including students with characteristics of dyslexia, every student enrolled in kindergarten, first, second, and third grades shall be assessed at the beginning, middle, and end of each school year using a screening instrument approved by the State Board of Education for the acquisition of reading skills including, but not limited to, phonemic awareness, phonics, reading fluency, vocabulary, phonological awareness, decoding, fluency, vocabulary, and comprehension. Any student who is assessed and found not to be reading at the appropriate meeting grade level targets before the close of each school year shall be provided a program of reading instruction designed to enable the student to acquire the appropriate grade level reading skills. The program of reading instruction required shall align be based on scientific reading research and shall align with the subject matter standards adopted by the State Board of Education. and shall include provision of the READ Initiative adopted by the school district. A program of reading instruction shall also include, but not be limited to:

1. Sufficient additional in-school instructional time for the acquisition of phonemic-phonological awareness, decoding, phonics, spelling, reading fluency, vocabulary, and comprehension;
2. If necessary, tutorial instruction during the summer; however, such instruction may not be counted toward the 180-day or 1080-hour school year required by law;
2. Assessments identified for diagnostic purposes and periodic monitoring to measure the acquisition of reading skills including, but not limited to, phonemic phonological awareness, phonics, decoding, reading fluency, vocabulary, and comprehension, as identified in the student's program of reading instruction.
3. High-quality instructional materials grounded in scientifically based reading research, and
4. A means of providing every family of a student in kindergarten, first, second, and third grade access to free online evidence-based literacy instruction resources to support the student's literacy development at home.

A student enrolled in kindergarten, first, second, or third grade who exhibits a deficiency in reading at any time based upon the screening instrument shall receive an individual reading intervention plan (SLIP) no later than thirty (30) days after the identification of the deficiency in reading. The reading intervention plan shall be provided in addition to core reading instruction that is provided to all students. The reading intervention plan shall:

1. Describe the research-based reading intervention services the student will receive to remedy the deficiency in reading,
2. Provide explicit and systemic instruction in phonological awareness, decoding, fluency, vocabulary, and comprehension as applicable.
3. Monitor the reading progress of each student's reading skills throughout the school year and adjust instruction according to the student's needs; and
4. Continue until the student is determined to be meeting grade-level targets in reading based on screening instruments or assessment.

**READING SUFFICIENCY ~~STRONG READERS ACT~~ (Con't)**

The program will be continued until the student is determined by the results of approved reading assessments to be meeting grade level targets in reading. The program of reading instruction for each student shall be developed by a Student Reading Proficiency Team and shall include supplemental instructional services and supports in reading until the student is determined by the results of a screening instrument to be meeting grade level targets in reading. Each team for a first or second grade student shall be composed of:

- a. ~~The parent(s) or guardian of the student,~~
- ~~b. The teacher assigned to the student who had responsibility for reading instruction in that academic year,~~
- ~~c. A teacher who is responsible for reading instruction and is assigned to teach in the next grade level of the student, and~~
- ~~d. A certified reading specialist, if one is available.~~

Teams for third grade students shall be comprised of:

- ~~a. The parent(s) or guardian of the student,~~
- ~~b. The teacher assigned to the student who had responsibility for reading instruction in that academic year,~~
- ~~c. A teacher in reading who teaches in the subsequent grade level, and~~
- ~~d. A certified reading specialist.~~

The district ~~reading sufficiency~~ **Strong Readers Plan** shall be adopted and annually updated, with input from school administrators, teachers, and parents, and if possible, a reading specialist, and which shall be submitted to and approved by the State Board of Education. This plan shall include a plan for each site that includes an analysis of the data provided by the Oklahoma School Testing Program and other reading assessments utilized which outlines how each school site shall comply with the provision of the ~~Reading Sufficiency~~ **Strong Readers Act**.

**Any student enrolled in kindergarten, first, second, or third grade who is assessed through the Strong Readers Act and is not meeting grade level targets in reading at the beginning of the year assessment shall be screened for dyslexia. Screening may also be requested for a student by his or her parent or guardian, teacher, counselor, speech-language pathologist, CALT or school psychologist.**

**REFERENCE: 70 O.S. §1210.508A, et seq.\***

**NOTE: ~~Referenced statute requires each school district to adopt and annually update a district plan that includes a plan for each site and which outlines how each school site will comply with the provisions of the Reading Sufficiency Act.~~**

**\*This policy replaces the RSA Act.**



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Bo Gamble, Assistant Superintendent of Operations  
**APPROVED BY:** Tyler Bridges, Superintendent  
**DATE:** July 8, 2025

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**AGENDA ITEM:**

Consider and Vote to Approve or Not Approve Willowbrook, Inc. use of CM Contingency and Allowances for the SPS Bond 2023 HS Phase I Construction Project.

**BOARD ACTION REQUESTED:**

Vote to Approve or Not Approve Willowbrook, Inc. use of CM Contingency and Allowances for the SPS Bond 2023 HS Phase I Construction Project.

**BACKGROUND INFORMATION:**

The attached report lists the requested use of CM contingency and allowances by Willowbrook, Inc. for the SPS Bond 2023 HS Phase I Construction Project.

The requests made in this agenda item do not impact the GMP.



# CM Contingency Modification

0309b. - Stillwater New High School

Title: CMOD 12 - Interior Twig Benches

CM Contingency Modification : # 12

Date: 06/17/2025 Date Required:

**Description of Work:** Provide and install four (4) interior Twig benches that were not included in any subcontractor's scope at the time of bid.

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : CMOD 12 - Interior Twig Benches	0.00	LS	0.00	- 17,042.0	0.0	0.00	- 17,042.00	
2 : Grooms Irrigation	0.00	LS	0.00	17,042.0	0.0	0.00	17,042.00	

Total Change Amount: 0.00

Notes:

**Approved By:**

*Shawn Vick*

6/18/2025

Construction Manager:

Date:

*WBP*

06/26/2025

Architect:

Date:

*R. An*

7/1/25

Owner:

Date:





**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Bo Gamble, Assistant Superintendent of Operations  
**APPROVED BY:** Tyler Bridges, Superintendent  
**DATE:** July 8, 2025

---

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**AGENDA ITEM:**

Consider and Vote to Approve or Not Approve Willowbrook, Inc. use of Owner Contingency and Allowances for the SPS Bond 2023 HS Phase I and Phase II PA Wing Construction Project.

**BOARD ACTION REQUESTED:**

Vote to Approve or Not Approve Willowbrook, Inc. use of Owner Contingency and Allowances for the SPS Bond 2023 HS Phase I and Phase II PA Wing Construction Project.

**BACKGROUND INFORMATION:**

The attached report lists the requested use of Owner Contingency and Allowances by Willowbrook, Inc. for the SPS Bond 2023 HS Phase I and Phase II PA Wing Construction Project.

The requests made in this agenda item do not impact the GMP.



# Owner Contingency Modification

0309b. - Stillwater New High School

**Title:** OMOD 58 - PR 039 Art Wing Motorized Roller Shades

**Owner Contingency Modification : #** 58

**Date:** 06/04/2025 **Date Required:**

**Description of Work:** The following scope of work is included in this PCO:

1. Provide seven (7) additional roller shades in the Art Wing exterior doors to accommodate field adjustments as outlined in PR 039.

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 58 - PR 039 Art Wing Motorized Roller Shades	0.00	LS	0.00	- 12,705.1	0.0	0.00	- 12,705.12	
2 : Russell Interiors	0.00	LS	0.00	8,880.0	0.0	0.00	8,880.00	
3 : Colburn Electric	0.00	LS	0.00	3,825.1	0.0	0.00	3,825.12	

Total Change Amount: 0.00

Notes:

**Approved By:**

	6/18/2025
Construction Manager:	Date:
	06/26/2025
Architect:	Date:
	7/1/25
Owner:	Date:



**RUSSELL**  
I N T E R I O R S

May 23, 2025

Willowbrook Construction

Reference: **Stillwater High School**

Shawn:

Please see the below add cost for PR 039, to add (7) motorized roller shades with fascia (white) at requested areas (see shops). Fabric to be Conceal Alpine.

Please note: This change order reflects tariff costs, whereas previous pricings had not.

**This cost is subject to change as the tariffs are changing as time goes by. Dependent on the life of the project and costs of materials at time of order, RI may need to present client with most up to date pricing.**

Pricing breakdown for this change is below:

1. Net Material & Freight Additional Costs	\$ 7,723.00
2. Labor and Equipment to Install	\$ 350.00
3. Sales Tax on Materials	<u>\$ 0.00</u>
Subtotal	\$ 8,073.00
10% Overhead and Profit	<u>\$ 807.00</u>
Total Add	\$ 8,880.00
New Contract Total	<b>\$ 84,310.00</b>

Sincerely,

Brady Thorman  
Project Manager



Job ID: EW00541



Project: STILLWATER HIGH SCHOOL BUILDING

CO: 25: RFI-141 window shades

### Takeoff

Phase: HVAC & MOTORS

Item #	Qty	U/	Q/M	Size	Description	Material Result	Labor Result
	0.00				<b>PR 039 Additional Shades</b>		
TITLE	23.00	EA	M	1/2	EMT ON BAR JOIST MULTI RUN	0.00	0.00
10000	161.00	FT	M	1/2	EMT	77.86	6.63
20000	10.50	EA	M	1/2	EMT FIELD-BEND	0.00	0.98
30000	14.00	EA	M	1/2	EMT STEEL-SS COUPLING	6.93	0.52
630074	28.00	EA	M	1/2	COND HAMMER-ON HGR 1/4-FLNG SNP-CLOSE HD	78.85	1.29
30010	14.00	EA	M	1/2	EMT STEEL SS CONNECTOR	4.26	1.15
70033	378.00	FT	M	12	THHN/THWN CU (STR)	72.73	3.57
70228	189.00	FT	M	12.	GREEN THHN CU (GRD 20A)	37.35	1.79
TITLE	7.00	EA	M	MULTI	4" SQ x 2-1/8D BLANK COVER	0.00	0.00
150041	7.00	EA	M	2-1/8"D	1900 CMB-KO NO BRKT	18.88	2.21
150096	7.00	EA	M		1900 BLANK COVER	5.32	0.74
160148	7.00	EA	M	1/4-20	MALLEABLE BEAM CLAMP	13.78	1.40
161465	7.00	EA	M	1/4-20 x 1"	PLATED HEX BOLTS	0.38	0.32
100053	7.00	EA	M	#12 SOL	8" PIGTAIL W/GRD SCREW	4.67	0.74
100032	21.00	EA	M	#18 to 8	WIRE-NUT MED -RED	4.07	2.21
						<b>325.07</b>	<b>23.51</b>
						<b>325.07</b>	<b>23.51</b>

COLBURN ELECTRIC LLC

COLBURN ELECTRIC, LLC    **Phone:** (918) 251-  
829 W ELGIN                    **Web:**  
BROKEN ARROW, OK 74012



# Owner Contingency Modification

0309b. - Stillwater New High School

**Title:** OMOD 59 - RFI 162 Cable Tray Reroute

**Owner Contingency Modification : #** 59

**Date:** 06/05/2025 **Date Required:**

**Description of Work:** The following scope of work is included in this PCO:

1. Provide material and labor to reroute cable tray to avoid coiling door and structural beams as outlined in RFI 162.

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 59 - RFI 162 Cable Tray Reroute	0.00	LS	0.00	- 14,085.3	0.0	0.00	- 14,085.31	
2 : Colburn Electric	0.00	LS	0.00	14,085.3	0.0	0.00	14,085.31	

Total Change Amount: 0.00

Notes:

**Approved By:**

6/18/2025

Construction Manager:

Date:

06/26/2025

Architect:

Date:

7/1/25

Owner:

Date:





BROKEN ARROW ELECTRIC SUPPLY INC  
 2350 W. VANCOUVER ST  
 BROKEN ARROW, OK 74012-1172  
 Phone 9182583581  
 Fax 9182513799



# Quotation

EXPIRATION DATE	QUOTE NUMBER
05/03/2025	S3342651
BROKEN ARROW ELECTRIC SUPPLY INC 2350 W. VANCOUVER ST BROKEN ARROW, OK 74012-1172 Phone 9182583581 Fax 9182513799	PAGE NO.  1 of 1

QUOTE TO:

SHIP TO:

COLBURN ELECTRIC  
 829 W ELGIN ST  
 BROKEN ARROW, OK 74012-2426

COLBURN/STILLWATER HIGH SCHOOL GEAR  
 1701 BOOMER ROAD  
 STILLWATER, OK 74074

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
36992	2552EW		Duane Rector	
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
Kolby Coday	DELIVERY	Net Due On Invoice	05/02/2025	No
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
<b>SHIPPING INSTRUCTIONS</b> !!!!!!CUSTOMER MUST ALWAYS SIGN FOR MATERIAL!!!!!!				
2ea	KR6A09-12-90HB12 *** Special Order Item *** Pn: 518256	149.112/ea	298.22	
2ea	KR6A09-12-45HB12 *** Special Order Item *** Pn: 523775	106.323/ea	212.65	
5ea	BLINE KRB6AB06-12-144 *** Special Order Item *** Pn: 518254	402.523/ea	2012.62	
5ea	KR6A-SSP SPLICE PLATES *** Special Order Item *** Pn: 531097	17.523/ea	87.62	
10ea	BLINE1 9ZN-1204NB ZNC CBL TRAY CLMP FURNISHED IN PAIRS *** Special Order Item *** Pn: 164109	10.367/ea	103.67	

Prices for bidding purposes only, please call for current pricing.  
 See Terms and Conditions @ baes.com. Special order merchandise and  
 cut wire are non-returnable. All sales  
 are subject to Broken Arrow Electric Supply Inc terms and conditions  
 found at baes.com, unless governed by other terms signed by an  
 officer of BAES. All other terms are rejected.

Subtotal	2714.78
S&H Charges	0.00
Estimated Tax	0.00
Amount Due	2714.78

Job ID: EW00541



Project: STILLWATER HIGH SCHOOL BUILDING

CO: 30: RFI 162 Cable tray re-rout

### Takeoff

#### Phase: LOW VOLTAGE

Item #	Qty	U/	Q/M	Size	Description	Material Result	Labor Result
653991	60.00	FT	M	12" WIDE	ALUM LADDER CABLE TRAY 6"RUNGS-4"DEPTH	0.00	12.70
654095	4.00	EA	M	12"	90D ALUM ELBOW-LADDER TRAY 4"DEPTH	0.00	16.93
654047	4.00	EA	M	12"	45D ALUM ELBOW-LADDER TRAY 4"DEPTH	0.00	13.85
TITLE	14.00	EA	M		12G GALV TRAPEZE 3/8-ROD ON STL/BJ	0.00	0.00
240011	21.00	FT	M	1 5/8" x 1 5/8"H	12G STRUT CHNL 1-1/8"SLOT GALV	112.67	4.27
161736	56.00	FT	M	3/8-16	GALV THREADED ROD	70.00	10.16
240340	28.00	EA	M	3/8-HDG	STRUT NO TWIST SQ WASHER	168.00	1.85
161541	56.00	EA	M	3/8-16	GALV HEX NUTS	6.16	6.93
160933	28.00	EA	M	3/8 x 1 3/8"	GALV FENDER WASHER	1.12	0.06
160156	28.00	EA	M	3/8-16	GALV BEAM CLAMP 500LB	224.36	7.95
						<b>582.31</b>	<b>74.71</b>
						<b>582.31</b>	<b>74.71</b>

COLBURN ELECTRIC LLC

COLBURN ELECTRIC, LLC  
829 W ELGIN  
BROKEN ARROW, OK 74012

Phone: (918) 251-  
Web:



# Owner Contingency Modification

0309b. - Stillwater New High School

**Title:** OMOD 60 - PR 033R Locker

**Owner Contingency Modification : #** 60

**Date:** 06/10/2025 **Date Required:**

**Description of Work:** The following scope of work is included in this PCO:

1. Provide an additional (153) triple-tier locker sets, associated framing rework, and finishing rework as outlined in PR 033R.

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 60 - PR 033R Locker	0.00	LS	0.00	- 87,008.0	0.0	0.00	- 87,008.00	
2 : OK Specialty Supply	0.00	LS	0.00	69,000.0	0.0	0.00	69,000.00	
3 : Wiljo Interiors	0.00	LS	0.00	16,237.0	0.0	0.00	16,237.00	
4 : Advanced Commercial Painting	0.00	LS	0.00	1,771.0	0.0	0.00	1,771.00	

Total Change Amount: 0.00

Notes:

**Approved By:**

6/18/2025

Construction Manager:

Date:

06/26/2025

Architect:

Date:

7/1/25

Owner:

Date:

## Shawn Vick

---

**From:** Jason Shepardson <jason@oklahomaspecialtysupply.com>  
**Sent:** Wednesday, April 16, 2025 1:44 PM  
**To:** Shawn Vick  
**Subject:** Re: Stillwater HS PR 033

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Completed

Here is the pricing that you requested for PR 33.

Original Contract Amount	\$160,000.00
Proposed ADD	<u>\$ 75,000.00</u>
Proposed New Contract Amount	\$235,000.00

168ea. 15" x 15" x 72" Hadrian, Emperor, triple tier locker frames with flat tops, no base and combination pad locks.

Includes: Material, installation, freight, insurances and warranty.

Excludes: Sales tax.

Lead time: 12 - 14 weeks

Sorry but this price is only good for about 5 days. Early next week Hadrian is having a price increase due to tariff's. The price increase on this would be \$13,800 for a total ADD of \$88,875.00. If we can get this approved, I can send it in before they take effect.

Please let me know if you have any questions or need any other information.

Thanks.

Jason Shepardson  
Oklahoma Specialty Supply, LLC  
1217 NW 141st Street  
Edmond, OK 73013  
405-833-8963 phone  
405-607-0867 fax

---

**From:** Shawn Vick <shawn.vick@willowbrook.build>  
**Sent:** Tuesday, April 15, 2025 5:57 PM  
**To:** Jason Shepardson <jason@oklahomaspecialtysupply.com>  
**Subject:** Stillwater HS PR 033

**Shawn Vick**

---

**From:** Jason Shepardson <jason@oklahomaspecialtysupply.com>  
**Sent:** Monday, May 12, 2025 3:29 PM  
**To:** Shawn Vick; Zac Hansen  
**Subject:** Stillwater HS PR 33

Here is the DEDUCT for the 15 deleted lockers.

Original Contract Amount	\$160,000.00
Previous ADD	<u>\$ 75,000.00</u>
Contract Amount	\$235,000.00
<b>Proposed DEDUCT</b>	<b><u>\$ 6,000.00</u></b>
<b>Proposed New Contract Amount</b>	<b>\$229,000.00</b>

Please let me know if you have any questions or need any other information.

Thanks.

Jason Shepardson  
Oklahoma Specialty Supply, LLC  
1217 NW 141st Street  
Edmond, OK 73013  
405-833-8963 phone  
405-607-0867 fax

**Locker total -  
\$69,000.00**



**WILJO INTERIORS, INC.**

2100 N Indianwood Broken Arrow, OK  
74012

7421 NW 83rd St., OKC, OK 73132

Phone: (918) 250-0679

Phone: (405) 792-7979

Fax: (918) 250-0112

Fax: (405) 792-7980

www.wiljointeriors.com

ATTN: Shawn Vick Willowbrook Construction Services	JOB: <b>Stillwater High Schhol Phase 1 PR 33r1</b>
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DATE: 5/23/2025	PLAN DATE: N/A
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PER ADDENDUM: PR 33r1

**We propose to furnish and install the following scope of work as listed below, per the plans and specifications:**

	<b>AMOUNT</b>
Layout of our work from established points given by others.	
Clean up of our debris into a dumpster provided by others.	
Added lockers in new locations and rework of scheduled locations for additonal lockers	
Added Tectum clouds.	
Materials.....\$7,5148	
Labor & burdens.....\$7,512	
Overhead & profit.....\$1,466	
Bond.....\$111	
	<b>\$16,237</b>
<b>ALTERNATES:</b>	
<b>EXCLUSIONS:</b> Wood; Blocking wood or metal; Exposed caulking; Dumpsters; Sealing of MEP penetrations; Engineering; Demolition;	

Respectfully Submitted,

Ken Fry  
Project Manager



<https://www.acpnational.com>

Change Order #  
Date:

3  
6/6/25

**Change Order Summary**  
Project Name: Stillwater New High School  
Project Address: 410 West Franklin Lane, Stillwater, OK 74075  
Attn: PM/ ShawnVick  
**Scope Of Work**

Supply and install the following items per plans and specifications		Amount
Supply and install - Tape & Bed for openings due to modifications in corridor #1120 & 2045 approx 5 locations		\$1,771.00
Labor - 33 hrs		\$1,551.00
Material - 4 bags 45 min, 5 boxes		\$220.00
<b>BASE BID :</b>		<b>\$1,771.00</b>
Inclusions	Exclusions & Qualifications	
Clean up to a central location. All sealants per our scope to create smooth paint transitions. Equipment for our scope of work. Removal of hazardous materials from sites.	Any item not specifically mentioned above Bond and bond cost	
<small>* ACP will provide supervision and management of its work, equipment for its use and clean up of our debris for disposal into an on-site receptacle. The Trash receptacle and its expense are to be provided by others.  * Hourly rate \$47.00</small>	<small>*Any premium expense for shift of overtime labor, or unnecessary and unproductive labor required as a result of any acceleration of schedule or as a result of delays caused by others is excluded. All temporary enclosure, lighting ventilation, heating and/or utilities are exclude from bid, though they may be required for proper installation of certain materials</small>	
<b>Acknowledgements</b>	<b>Sales Tax:</b>	<b>Exempt</b>
Bid Plans: None	<b>Submitted by:</b> <a href="#">Sandro Romero</a>	
Addendums: None		
Revisions: None		
C.M. Clarifications: None		

2709 I-44 Service Rd.  
Oklahoma City, OK 73112  
(405) 227-9412



# Owner Contingency Modification

0309b. - Stillwater New High School

**Title:** OMOD 61 - Test & Balance Scope of Work

**Owner Contingency Modification : #** 61

**Date:** 06/10/2025 **Date Required:**

**Description of Work:** The following Scope of work is included in this PCO:

1. Test and Balance to be put back under DeHart Airconditioning's scope of work. Test and Balance to be performed by Built Environmental Systems (BEST) and coordinated by DeHart Airconditioning.

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 61 - Test & Balance Scope of Work	0.00	LS	0.00	- 62,500.0	0.0	0.00	- 62,500.00	
2 : DeHart Air Conditioning	0.00	LS	0.00	62,500.0	0.0	0.00	62,500.00	

Total Change Amount: 0.00

Notes:

**Approved By:**

*Shawn Vail*

6/18/2025

Construction Manager:

Date:

*WBJ*

06/26/2025

Architect:

Date:

*R. Am*

7/1/25

Owner:

Date:

# Request for Change Order

<b>Project:</b> 88709 Stillwater Schools	<b>Request for Change Order Number:</b> 0010
<b>To:</b> CMS Willowbrook	<b>Title:</b> Test & Balance
	<b>Request for Change Order Date:</b> Jun 10, 2025
	<b>Architect's Project No:</b>
	<b>Contract Date:</b>

We propose to make the following changes in this contract :

PCO:0010

<b>Name:</b> Test & Balance	<b>Source:</b>	<b>Type:</b>
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**Description:** Include Test & Balance in our scope

**Scope of work:**

**Amount:** 62,500.00

**Cost Items:**

Number	Name	Description	Amount
01	BEST T&B		53,560.00
02	Mark Up		8,940.00

**Markups for above items are listed below:**

Number	Name	Description	Amount
--------	------	-------------	--------

**Cost Items inclusive of markups:**

Number	Name	Description	Amount
01	BEST T&B		53,560.00
02	Mark Up		8,940.00

The total Cost to perform the work as described above is a CHANGE of 62,500.00.

Please indicate your acceptance and approval of this additional work in the space provided below

**CONTRACTOR**

**ADDRESS**

**BY** *(Signature)*

*(Typed name)*

**DATE** \_\_\_\_\_





**Built Environmental Systems Testing, LLC**  
**PO Box 201 | Newalla, Oklahoma 74857-0201 | 405/990-1428 | service@bestbuiltcx.com**

December 10, 2024

**Quotation for: Stillwater Public Schools High School PH1**  
**Stillwater, OK**

Built Environmental Systems Testing, LLC appreciates the opportunity to submit for your consideration a proposal for performing Independent NEBB certified services for SPS HS PH1.

**I. NEBB Certified Testing, Adjusting, Balancing**

**Base: Bid Price for the following systems is..... \$53,560.00**  
**..... (Fifty-Three Thousand Five Hundred Sixty Dollars and Zero Cents)**

**The following equipment will be included in the Air Systems TAB Report:**

- Equipment summary:
  - 68 RTUs
  - 22 VAV w/electric reheat
  - 22 EFs (1 LEF)
  - 8 KEFs
  - 4 MAUs
  - 10 Split Systems
  - 12 Unit Heaters
  - 556 Air Devices

**The following equipment will be included in the Hydronics Systems TAB Report:**

- Equipment summary:
  - None

**The following is excluded:**

- Testing and verification of equipment not listed above
- Provision of: balancing dampers, circuit setters, and installation
- Site material, repair or replacing of equipment including drives, belts, sheaves, and electric motors and/or ductwork
- Qualitative testing and Inspection not listed above
- Particulate testing, Indoor Air Quality Testing
- Noise/Vibration testing
- Duct leakage testing
- Lift to be provided by Mech Cont. (If Needed)

Sincerely,

Kristie Smith

Built Environmental Systems Testing, LLC

*Progressive Billed, due net 30 days.*

**To accept this proposal and initiate service, please sign and return one (1) copy to our offices. Thank you.**

**PO Box 201 | Newalla, Oklahoma 74857-0201 | 405/990-1428 | service@bestbuiltcx.com**



# Owner Contingency Modification

0309b. - Stillwater New High School

**Title:** OMOD 62 - PR 032 Interior Signage Revisions

**Owner Contingency Modification : #** 62

**Date:** 06/17/2025 **Date Required:**

**Description of Work:** The following scope of work is included in this PCO:

1. Revise interior signage and scope as outlined in PR 032.

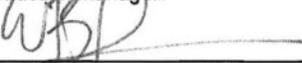
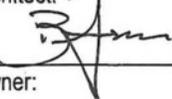
The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 62 - PR 032 Interior Signage Revisions	0.00	LS	0.00	- 12,224.1	0.0	0.00	- 12,224.06	
2 : J&B Graphics	0.00	LS	0.00	12,224.1	0.0	0.00	12,224.06	

Total Change Amount: 0.00

Notes:

**Approved By:**

	6/18/2025
Construction Manager:	Date:
	06/26/2025
Architect:	Date:
	7/1/25
Owner:	Date:

\*Quote valid for 30 days\*



1811 NW 1st Street  
Oklahoma City, OK 73106  
Toll Free: 888-848-7481  
Office: 405-524-7446  
[www.jandbgraphics.net](http://www.jandbgraphics.net)

## CHANGE ORDER

DATE: 6/3/2025

TO: General Contractor

FROM: Jackie Turner GA-C, WBE  
[jturner@jandbgraphics.net](mailto:jturner@jandbgraphics.net)

RE: Stillwater Public Schools New High School BP #25 PR 032

**BID FOR LISTED ITEMS ONLY; CHANGES TO OUR BELOW SCOPE WILL ALTER THE BID TOTAL**

### Interior Signage

Sign Type	Description	Qty
4.1	REMOVE FROM SCOPE Location EG116-38 - 18.25" x 1/2" Acrylic Dimensional Letters <b>WE ARE PIONEERS</b> on East Wall	-1
4.1	ADD TO SCOPE Location EG.112-9 - Revise 26'-0" x 26'-0" to 35'-6" x 26'-0" Wall Graphics in Community Space (area 2) Location EG.116-38 - Revise 13'-3" x 8'-8" and 8'-0" x 8'-8" to 22'-3" x 8'-8" Wall Graphics in Performing Arts Wing Community Space (area 6)	1
4.3	REMOVE FROM SCOPE Location EG124-13 - 3'-9.5" x 3" deep Non-Illuminated Fabricated Aluminum Channel Letters <b>WE ARE PIONEERS</b>	-1
4.3	ADD TO SCOPE Location EG124-13 - 53'-1" x 9'-3" Wall Graphic at Student Center Spirit Graphic	1
4.4	REMOVE FROM SCOPE Location EG112-40 (1 location) - 6'-0.5" x 13'-3" Corridor Transom Graphics Location EG113-11 (letters only)- 12" tall x 1/2" Precision Cut Aluminum Letters <b>VISUAL ARTS</b>	-1
4.4	ADD TO SCOPE Location EG111-13 (1 location) - 6'-1" x 21'-0.5" Corridor Transom Graphics Location EG121-11 (1 location) - 5'-5" x 10'-4" Stair 4 Graphics	1
4.5	ADD TO SCOPE Location EG114-5 - 15" tall x 1/2" Precision Cut Aluminum Letters, Vertical Grain on Face & Painted Dark Bronze Sides of letters, Pin Mounted to Pioneer Bistro Elevation <b>PIONEER BISTRO</b>	1
4.6	REMOVE FROM SCOPE Display Case Identification 12" tall x 1/2" Precision Cut Aluminum Letters Location EG116-42 - TBD (allowance of 10 letters included)	-1

**Bid Total for Interior & Exterior Signage:**

\$ 10,494.88

Subtotal \$ 10,494.88

Submittal Fee \$ 400.00

Equipment Rental \$ -

Permits & Fees \$ -

**Change Order Total \$ 10,894.88**

10% OH&P \$ 1,089.49

2% Payment & Performance Bond \$ 239.69

**Change Order w/ Bonds \$ 12,224.06**

BID FOR LISTED ITEMS ONLY  
SALES TAX NOT INCLUDED  
CORE DRILLING NOT INCLUDED  
ONLY 1 MOBILIZATION INCLUDED FOR INSTALLATION  
BOLLARDS NOT INCLUDED  
TRAFFIC & PARKING SIGNAGE EXCLUDED



# Owner Contingency Modification

0309b. - Stillwater New High School

Title: OMOD 63 - PA Wing PR 07 AV Boxes

Owner Contingency Modification : # 63

Date: 06/19/2025 Date Required:

**Description of Work:** The following scope of work is included in this PCO:

1. Provide electrical circuitry and data for added AV cabinet in 1315A Band Uniform Storage.
2. Update security camera notes as outlined in PR 07

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 63 - PA Wing PR 07 AV Boxes	0.00	LS	0.00	- 7,221.9	0.0	0.00	- 7,221.93	
2 : Adept Patriot	0.00	LS	0.00	3,274.0	0.0	0.00	3,274.00	
3 : Colburn Electric	0.00	LS	0.00	3,947.9	0.0	0.00	3,947.93	

Total Change Amount: 0.00

Notes:

Approved By:

6/19/205

Construction Manager:

Date:

06/26/2025

Architect:

Date:

7/1/25

Owner:

Date:

## COLBURN ELECTRIC : PRICE REQUEST BREAKDOWN

ATTENTION: Shawn Vick

GC/CM: Willowbrook

BY: Ed Webber

JOB: Stillwater High School

DATE: 5/15/2025

PR for: Phase 2 -PR 07

DESCRIPTION: Add devices and AV stub as shown  
AV box by others

### Subcontract

Data  
Fire Alarm  
Security  
Lightning Protection  
Excavation

Totals

**Total Subcontractor**      \$                      -

### Labor & Supervision

Hours

Labor Cost

Totals

26.0	Electrician	\$ 70.80	1,840.80
3.0	Foreman	\$ 79.50	238.50
1.0	Superintendent	\$ 79.50	79.50
2.0	Project Manager/Estimator	\$ 95.00	190.00
	Electrician Mobilization/Demobilization	\$ 70.80	-
	Delivery	\$ 75.80	-
	Electrician OT	\$ 106.20	-
	Foreman OT	\$ 119.25	-
	Superintendent OT	\$ 119.25	-
	Electrician Mobilization/Demobilization OT	\$ 106.20	-
	Per Diem	\$ 125.00	-

Tool Box Safety Meetings (1.25% of labor cost)

29.36

As-built fees (1% of labor cost)

23.49

Safety Equipment (2% of labor cost)

46.98

**Total Labor**      \$                      2,448.62

### Materials

Quantity

Item Cost

Labor Hours

Labor Total

Material Total

1	See attached breakout	\$ 340.00	26.0	26.0	340.00
				-	-
				-	-
				-	-
				-	-
				-	-

Subtotal Labor Hrs./Material

26.0

340.00

Warranty % of labor costs

2.65%

64.89

**Total Material**      \$                      404.89

### Tools, Rentals, Misc Costs

Unit Cost

Totals

Other			
Trencher rental			\$ 35.00
Scissor Lift rental			
Boom Truck rental			
Equipment/tools % of labor costs	7.00%		\$ 171.40
Consumables/DJC % of labor costs	7.00%		\$ 171.40
Sales Tax material/misc.			-

**Total Tools, Rentals, Misc Costs**      \$                      377.81

**Subtotal w/subcontractor**      \$                      3,231.32

*Subcontractor Markup*      10.00%      \$                      -

*Bond*      3.00%      \$                      96.94

*Overhead on Direct Cost*      10.00%      \$                      332.83

**Subtotal Subcontractor and Direct Cost with Markups**      \$                      3,661.09

*Profit*      5.00%      \$                      183.05

**Subtotal**      \$                      3,844.14

*Insurance*      2.70%      \$                      103.79

**Subtotal**      \$                      3,947.93

*Miscellaneous added*      0.00%      \$                      -

**Total Cost for Price Request**      \$                      3,947.93

Prices are only valid for 15 days from date above. The Approving Party accepts the terms of this change order. Acceptance shall be evidenced by signature below or by permitting Colburn Electric to commence with the work as listed. Once work has been completed by Colburn Electric, the Approving Party acknowledges that payment will be made in full within 60 days or be subject to 5% of the balance added to the total amount due each month until paid in full.

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

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

Company Name

Signature, Title

Job ID: EW00541



Project: STILLWATER HIGH SCHOOL BUILDING

CO: 32: Phase 2 Pr 7

### Takeoff

Phase: DEVICES

Item #	Qty	U/	Q/M	Size	Description	Material Result	Labor Result
	0.00				Phase 2 - PR 7		
	0.00				add quad		
	1.00	EA	M	#12 1/2" EMT	20A 2G DX COML TR	0.00	0.00
140018	2.00	EA	M	20A	DX RECEPT COMMERCIAL GRADE TR	11.04	0.90
140803	1.00	EA	M	2-DUPLEX	2G STAINLESS STEEL PLATE	3.17	0.18
150047	1.00	EA	M	2-1/8"D	1900 CMB-KO CV- BRKT	4.74	0.40
150075	1.00	EA	M	5/8"RISE 7.5-CI	2G 1900 MUD-RING	1.50	0.10
160699	6.00	EA	M	#10 x 1"	TEK SCREW	0.42	0.22
100032	2.00	EA	M	#18 to 8	WIRE-NUT MED -RED	0.39	0.20
10000	160.00	FT	M	1/2	EMT	79.86	9.57
20010	0.00	EA	M	1/2	EMT 90-ELBOW	0.00	0.00
20000	2.00	EA	M	1/2	EMT FIELD-BEND	0.00	0.29
30000	16.00	EA	M	1/2	EMT STEEL-SS COUPLING	7.06	0.86
30010	2.00	EA	M	1/2	EMT STEEL SS CONNECTOR	0.64	0.24
70033	528.00	FT	M	12	THHN/THWN CU (STR)	103.38	4.24
70228	176.00	FT	M	12.	GREEN THHN CU (GRD 20A)	36.17	1.13
160000	16.00	EA	M	1/2	CONDUIT HGR SNAP-CLS B-JOIST	31.85	1.07
630066	2.00	EA	M	1/2	COND PUSH-IN HGR TO SCREW-ON STUD	4.31	0.75
	0.00				add DATA conduit stub		
	1.00	EA	M	1" EMT/P-STRING	2G STUB/4"sq BOX /MTL-STD	0.00	0.00
150043	1.00	EA	M	2-1/8"D	1900 1"-KO NO BRKT	3.58	0.40
150075	1.00	EA	M	5/8"RISE 7.5-CI	2G 1900 MUD-RING	1.50	0.10
160699	6.00	EA	M	#10 x 1"	TEK SCREW	0.42	0.22
10002	20.00	FT	M	1	EMT	29.66	1.53

30002	1.00	EA	M	1	EMT STEEL-SS COUPLING	0.95	0.07
630029	6.00	EA	M	1	COND SNP-CLOSE HGR TO SCR-ON STUD-	16.52	2.25
30012	2.00	EA	M	1	EMT STEEL SS CONNECTOR	1.72	0.36

Takeoff Report: STILLWATER HIGH SCHOOL BUILDING

**Phase: DEVICES**

#####

Item #	Qty	U/	Q/M	Size	Description	Material Result	Labor Result
40002	1.00	EA	M	1	PLASTIC BUSHING	0.24	0.20
40014	1.00	EA	M	1	EMT NM TERMINATOR	0.57	0.20
500140	24.00	FT	M		PULL LINE (STRING)	0.55	0.09
						<b>340.26</b>	<b>25.55</b>
						<b>340.26</b>	<b>25.55</b>

829 W ELGIN  
BROKEN ARROW, OK 74012

**Web:**



## Proposal #4969

**PROJECT:** Stillwater High School PR 07      **DATE:** 6/03/25  
**CUSTOMER:** Willowbrook Construction      **CONTACT:** Shawn Vick  
**LOCATION:** Stillwater OK

### WE PROPOSE TO PROVIDE THE FOLLOWING LABOR & MATERIAL:

Adept Patriot Services will provide and install the following material as per PR 07.

- Band Uniform Storage Room 1315A:
  - (1) Eaton SRW12U13G wall mount cabinet.
  - (2) Cat 6A data cables, 6A data jacks and a two-port wall plate.

**TOTAL PROJECT PRICE = \$3,274.00**

Payment terms: Invoice terms will be net 30 days from invoice date. Overdue invoices are subject to interest at the maximum rate allowed by state law and collections charges (including reasonable attorney's fees). While Adept Patriot Services, LLC does accept credit card payments, a minimum 3% transaction fee will be applied to the total proposal cost for all credit card transactions. **Payment to Adept Patriot Services is not dependent on payment terms from any third party or direct end-user. If the project is canceled after approval of equipment order, all equipment return restock fees, up to 50% of the equipment price at minimum, shall be paid within 30 days of cancellation. Shall a legal matter arise, all arbitration, legal matters, and any hearings/trials will be conducted in courts of the state of Oklahoma.**

### PRICING INCLUDES THE FOLLOWING:

1. Components/ materials as specified or of equal kind or quality and as may be required to provide a complete and operational system.
2. Labor for services and/or components as specified, unless providing equipment only.
3. The contract price shall be increased for any materials cost escalation imposed by material suppliers for cost changes imposed and effective more than ninety days subsequent to the date of acceptance of this proposal.
4. **Any tariff and duty related impacts to materials costs exceeding 5% and shall result in force majeure.**

### THIS PROPOSAL EXCLUDES THE FOLLOWING:

1. Raceway/conduit system: conduit, boxes, fittings, supports (J Hooks, etc) & penetrations except as noted.
2. Any AC/electrical wiring, interlocks to interface relays and apparatus, and required power wiring as may be required for interface to proposed systems.
3. Conduit between buildings.
4. Bonding and associated costs.
5. Architectural or engineering design for subject proposal.

6. Service or repair (except as set forth in Miscellaneous paragraph 1 page 2 herein) unless provided by Adept Patriot Services under a separate agreement for the following service plans:
  - a. Maintenance and Testing Agreement

#### **MOBILIZATION AND DEMOBILIZATION:**

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1. The work shall consist of the mobilization and demobilization of the Adept Patriot Services' team and equipment necessary for performing the work required under the contract.
  - a. Includes initial mobilization to site to begin project.
  - b. Includes demobilization from site at completion of project.
2. Mobilization shall include all activities and associated costs for transportation of Adept Patriot Services' personnel, equipment, and operating supplies to the site; establishment of offices, buildings, and other necessary general facilities for the Adept Patriot Services' operations at the site; and premiums paid for performance and payment bonds, including coinsurance and reinsurance agreements, as applicable.
3. If additional mobilization outside the initial effort and demobilization activities outside the final effort are required, and costs are incurred during the performance of the project as a result of schedule changes, trade contractor delays, scope of work changes, project deletions, or project additions; Adept Patriot Services' team is entitled to an adjustment in contract price. Compensation for such costs will be included in the price adjustment for the item or items of work changed or added.

#### **MISCELLANEOUS INFORMATION/QUALIFICATIONS:**

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- a. One year warranty on all services, components, materials, and installation from the date of acceptance or beneficial use - whichever occurs first, excepting any parts, components or services provided by other supplier/contractor directly to the customer. The warranty period shall begin on the date of acceptance. An optional service contract offering continuing factory authorized service of the system after the initial warranty period is available. Warranty does not include repair of damage caused by: accident, disaster, which shall include, but not be limited to, fire, flood, water, wind and lightning, neglect, misuse or unauthorized alterations. Warranty service calls will be made during normal business hours (Monday through Friday, 8:00 a.m. - 5:00 p.m.) for no additional charge. Warranty calls made during non-business hours shall be billed to the customer at one and one-half the prevailing hourly service rate.
- b. Adept Patriot Services, LLC may subcontract at its discretion.
- c. Customer warrants that any documentation submitted to Adept Patriot Services, LLC for compliance conform to any applicable governmental enactment or safety code.
- d. **Adept Patriot Services' limits of insurance are as noted:**
  - a. **General Liability - \$1,000,000.00**
  - b. **General Aggregate - \$2,000,000.00**
  - c. **Commercial Auto - \$1,000,000.00**
- e. If customer requires additional insurance or other subrogation rights it will be at additional expense to customer and treated as a agreement and/or contract modification.
- f. There will be no back charges without adequate written notice, ample time to rectify any associated condition, and prior acceptance and agreement of Adept Patriot Services, LLC.
- g. The contract will be interpreted in accordance with the laws of the State of Oklahoma.
- h. All contract terms (proposal) and change orders must be in writing. There are no terms or conditions between the parties not in writing herein. Confirmation of change orders must be obtained in writing.
- i. Any notices to Adept Patriot Services, LLC, doing business as Adept Patriot Services, LLC, that are required under this agreement shall be considered delivered if mailed by certified mail to the following address:

Active Members:



Adept Patriot Services, LLC  
12607 E 60<sup>th</sup> Street, Ste B  
Tulsa, OK 74146.

We appreciate the opportunity of furnishing our proposal and trust that we may be privileged to work with you on this project. Acceptance of this proposal and its conditions will be indicated by return (through mail or facsimile) of the signed proposal, or issuance of a purchase order or contract referencing this proposal number. Acceptance must be received within 30 days of the date of this proposal.

*James M. Carter* \_\_\_\_\_ 6/03/25 \_\_\_\_\_  
Adept Patriot Services - Representative

Accepted By: \_\_\_\_\_ Title: \_\_\_\_\_

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

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

Phone Number: \_\_\_\_\_ Company P.O. #: \_\_\_\_\_

Additional Office Locations:

**OKC Branch Office:**  
18964 NE 23rd Street, #114  
Harrah, Oklahoma 74033  
Ph: 800-871-3165  
OK Lic.# AC440797

**North Carolina Branch Office:**  
4030 Wake Forest Road, Ste 349  
Raleigh, NC 27609  
Ph: 800-871-3165

**Arizona Branch Office:**  
1846 E. Innovation Park Dr., Ste 100  
Oro Valley, AZ 85755  
Ph: 800-871-3165

**Texas Branch Office:**  
5900 Balcones Drive, STE 100  
Austin, TX 78731  
Ph: 800-871-3165

Active Members:





# Owner Contingency Modification

0309b. - Stillwater New High School

**Title:** OMOD 64 - RFI 164 Marquee Sign Power

**Owner Contingency Modification : #** 64

**Date:** 06/19/2025 **Date Required:**

**Description of Work:** The following scope of work is include din this PCO:

1. Provide additional power and circuitry required for the marquee signage as outlined in RFI 164.

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 64 - RFI 164 Marquee Sign Power	0.00	LS	0.00	- 17,937.6	0.0	0.00	- 17,937.57	
2 : Colburn Electric	0.00	LS	0.00	17,937.6	0.0	0.00	17,937.57	

Total Change Amount: 0.00

Notes:

**Approved By:**

*Shawn Vick*

6/19/2025

Construction Manager:

Date:

*WBD*

06/26/2025

Architect:

Date:

*R*

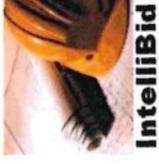
7/1/25

Owner:

Date:



Job ID: EW00541



**Project:** STILLWATER HIGH SCHOOL BUILDING

**CO:** 33: RFI 164 Markee Sign power

### Takeoff

**Phase:** SITE LIGHTING

Item #	Qty	U/	Q/M	Size	Description	Material Result	Labor Result
	0.00				<b>Remove from Scope</b>		
TITLE	820.00	EA	M	3/4	SCH 40 DIRECT-BURIED 1-DUCT	0.00	0.00
10151	-820.00	FT	M	3/4	PVC SCH 40 10' LAID IN TRENCH	-330.79	-33.83
20264	-4.00	EA	M	3/4	PVC SCH 40 90-DEG-ELBOW	-3.90	-1.32
31368	-4.00	EA	M	3/4	PVC COUPLING	-0.83	-0.96
40326	-16.40	OZ	M	OUNCE	PVC (GLUE) CEMENT	-16.70	-0.20
4000340	-820.00	FT	M	3"	RED PLASTIC TRENCH TAPE	-36.56	-3.32
390310	-820.00	FT	M	12" WIDE	HAND TRIM SANDY TRENCH	0.00	-18.45
70034	-2,490.00	FT	M	10	THHN/THWN CU (STR)	-754.72	-15.69
						<b>-1,143.51</b>	<b>-73.76</b>
						<b>-1,143.51</b>	<b>-73.76</b>

COLBURN ELECTRIC LLC

COLBURN ELECTRIC, LLC  
829 W ELGIN  
BROKEN ARROW, OK 74012

**Phone:** (918) 251-  
**Web:**

Job ID: EW00541



Project: STILLWATER HIGH SCHOOL BUILDING

CO: 33: RFI 164 Markee Sign power

### Takeoff

#### Phase: SITE UTILITIES

Item #	Qty	U/	Q/M	Size	Description	Material Result	Labor Result
TITLE	820.00	EA	M	1 1/2	SCH 40 DIRECT-BURIED 1-DUCT	0.00	0.00
10165	820.00	FT	M	1 1/2	PVC SCH 40 20' LAID IN TRENCH	783.59	35.18
20267	4.00	EA	M	1 1/2	PVC SCH 40 90-DEG-ELBOW	11.82	2.40
31371	4.00	EA	M	1 1/2	PVC COUPLING	2.17	1.48
40326	41.00	OZ	M	OUNCE	PVC (GLUE) CEMENT	41.75	0.50
4000340	861.00	FT	M	3"	RED PLASTIC TRENCH TAPE	38.39	3.49
390310	820.00	FT	M	12" WIDE	HAND TRIM SANDY TRENCH	0.00	18.45
70037	3,320.00	FT	M	4.	THHN/THWN CU (STR)	4,388.47	38.84
70030	830.00	FT	M	10	THHN/THWN CU (SOL)	251.57	6.54
70029	3,320.00	FT	M	12	THHN/THWN CU (SOL)	633.79	22.41
70030	3,320.00	FT	M	10	THHN/THWN CU (SOL)	1,006.29	26.15
180198	1.00	EA	M	30/1	BOLT-ON BREAKER	36.00	0.57
171197	3.00	EA	M	QO1LO	QO/QOB BREAKER HANDLE LOCK-OFF 1P	55.05	0.30
						<b>7,248.90</b>	<b>156.30</b>
						<b>7,248.90</b>	<b>156.30</b>

COLBURN ELECTRIC LLC

COLBURN ELECTRIC, LLC  
829 W ELGIN  
BROKEN ARROW, OK 74012

Phone: (918) 251-  
Web:



# Owner Contingency Modification

0309b. - Stillwater New High School

Title: OMOD 65 - RFI 175 Water Cooler Power

Owner Contingency Modification : # 65

Date: 06/19/2025 Date Required:

Description of Work: Provide power to water cooler in corridor 1003 as outlined in RFI 175.

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 65 - RFI 175 Water Cooler Power	0.00	LS	0.00	- 1,300.9	0.0	0.00	- 1,300.89	
2 : Colburn Electric	0.00	LS	0.00	1,300.9	0.0	0.00	1,300.89	

Total Change Amount: 0.00

Notes:

### Approved By:

*Shawn Vail*

6/19/2025

Construction Manager:

Date:

*WBJ*

06/26/2025

Architect:

Date:

*R. Am*

7/1/25

Owner:

Date:

## COLBURN ELECTRIC : PRICE REQUEST BREAKDOWN

ATTENTION: Shawn Vick

GC/CM: Willowbrook

BY: Ed Webber

JOB: Stillwater High School

DATE: 6/11/2025

RFI for: RFI-175

DESCRIPTION: Water Cooler power.

### Subcontract

Totals

- Data
- Fire Alarm
- Security
- Lightning Protection
- Excavation

**Total Subcontractor**      \$                      -

### Labor & Supervision

Hours

Labor Cost                      Totals

7.0	Electrician	\$ 70.80	495.60
1.0	Foreman	\$ 79.50	79.50
0.5	Superintendent	\$ 79.50	39.75
2.0	Project Manager/Estimator	\$ 95.00	190.00
	Electrician Mobilization/Demobilization	\$ 70.80	-
	Delivery	\$ 75.80	-
	Electrician OT	\$ 106.20	-
	Foreman OT	\$ 119.25	-
	Superintendent OT	\$ 119.25	-
	Electrician Mobilization/Demobilization OT	\$ 106.20	-
	Per Diem	\$ 125.00	-

Tool Box Safety Meetings (1.25% of labor cost)                      10.06  
 As-built fees (1% of labor cost)    8.05  
 Safety Equipment (2% of labor cost)                                        16.10

**Total Labor**      \$                      **839.06**

### Materials

Quantity

Item Cost

Labor Hours

Labor Total

Material Total

1	See attached breakout	\$ 86.00	7.0	7.0	86.00
				-	-
				-	-
				-	-
				-	-
				-	-

Subtotal Labor Hrs./Material    7.0                      86.00  
 Warranty % of labor costs    2.65%                      22.23

**Total Material**      \$                      **108.23**

### Tools, Rentals, Misc Costs

Unit Cost

Totals

Other					
Trencher rental					
Scissor Lift rental					
Boom Truck rental					
Equipment/tools % of labor costs	7.00%			\$	58.73
Consumables/DJC % of labor costs	7.00%			\$	58.73
Sales Tax material/misc.					-

**Total Tools, Rentals, Misc Costs**      \$                      **117.47**

**Subtotal w/subcontractor**      \$                      **1,064.76**

*Subcontractor Markup*                      10.00%      \$                      -

*Bond*    3.00%      \$                      31.94

*Overhead on Direct Cost*                      10.00%      \$                      109.67

**Subtotal Subcontractor and Direct Cost with Markups**      \$                      **1,206.37**

*Profit*    5.00%      \$                      60.32

**Subtotal**      \$                      **1,266.69**

*Insurance*                                        2.70%      \$                      34.20

**Subtotal**      \$                      **1,300.89**

*Miscellaneous added*                      0.00%      \$                      -

**Total Cost for Price Request**      \$                      **1,300.89**

Prices are only valid for 15 days from date above. The Approving Party accepts the terms of this change order. Acceptance shall be evidenced by signature below or by permitting Colburn Electric to commence with the work as listed. Once work has been completed by Colburn Electric, the Approving Party acknowledges that payment will be made in full within 60 days or be subject to 5% of the balance added to the total amount due each month until paid in full.

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

Company Name

Signature, Title

Job ID: EW00541



Project: STILLWATER HIGH SCHOOL BUILDING

CO: 35: RFI 175 water cooler power

### Takeoff

Phase: DEVICES

Item #	Qty	U/	Q/M	Size	Description	Material Result	Labor Result
TITLE	1.00	EA	M	#12 1/2" EMT	20A 1G DX COML TR	0.00	0.00
140018	1.00	EA	M	20A	DX RECEPT COMMERCIAL GRADE TR	5.58	0.45
140802	1.00	EA	M	1-DUPLEX	1G STAINLESS STEEL PLATE	1.64	0.15
150047	1.00	EA	M	2-1/8"D	1900 CMB-KO CV- BRKT	4.84	0.40
150066	1.00	EA	M	5/8"RISE 4.8-CI	1G 1900 MUUD-RING	1.80	0.10
160699	6.00	EA	M	#10 x 1"	TEK SCREW	0.42	0.22
100032	2.00	EA	M	#18 to 8	WIRE-NUT MED -RED	0.39	0.20
10000	32.00	FT	M	1/2	EMT	16.27	2.03
20010	0.00	EA	M	1/2	EMT 90-ELBOW	0.00	0.00
20000	3.00	EA	M	1/2	EMT FIELD-BEND	0.00	0.43
30000	4.00	EA	M	1/2	EMT STEEL-SS COUPLING	4.75	0.23
30010	2.00	EA	M	1/2	EMT STEEL SS CONNECTOR	1.82	0.24
70033	106.00	FT	M	12	THHN/THWN CU (STR)	20.55	0.90
70228	36.00	FT	M	12.	GREEN THHN CU (GRD 20A)	7.33	0.24
160000	6.00	EA	M	1/2	CONDUIT HGR SNAP-CLS B-JOIST	15.79	0.43
630066	2.00	EA	M	1/2	COND PUSH-IN HGR TO SCREW-ON STUD-	4.46	0.75
						<b>85.64</b>	<b>6.76</b>
						<b>85.64</b>	<b>6.76</b>

COLBURN ELECTRIC LLC

COLBURN ELECTRIC, LLC  
829 W ELGIN  
BROKEN ARROW, OK 74012

Phone: (918) 251-  
Web:



# Owner Contingency Modification

0309b. - Stillwater New High School

Title: OMOD 66 - PR 044 Patio Furniture

Owner Contingency Modification : # 66

Date: 06/23/2025 Date Required:

Description of Work: The following scope of work is included in this PCO:

1. Furnish and install patio tables and chairs as outlined in PR 044.

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 66 - PR 044 Patio Furniture	0.00	LS	0.00	- 52,838.0	0.0	0.00	- 52,838.00	
2 : Grooms Irrigation	0.00	LS	0.00	52,838.0	0.0	0.00	52,838.00	

Total Change Amount: 0.00

Notes:

### Approved By:

*Shawn Vail*

6/24/2025

Construction Manager:

Date:

*WBJ*

06/26/2025

Architect:

Date:

*RJ*

7/1/25

Owner:

Date:





# Owner Contingency Modification

0309b. - Stillwater New High School

**Title:** OMOD 69 - PR 31 Low Voltage Cabling

**Owner Contingency Modification : #** 69

**Date:** 07/01/2025 **Date Required:**

**Description of Work:** The following scope of work is included in this PCO:

1. Provide and install CommScope Cat 6A cabling, data jacks, and patch panels for all data, WAP, and CCTV locations.
2. Provide and install CommScope Cat 6A cabling and data jacks at all TV locations.
3. Provide and install CommScope Cat 6A cabling, data jacks, patch panels and surface mounted boxes for all access control door locations.
4. Provide and install CommScope Cat 6A cabling, data jacks, patch panels and surface mounted boxes for all clock and intercom locations.

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 69 - PR 31 Low Voltage Cabling	0.00	LS	0.00	- 199,856.0	0.0	0.00	- 199,856.00	
2 : Adept Patriot Services	0.00	LS	0.00	199,856.0	0.0	0.00	199,856.00	

Total Change Amount: 0.00

Notes:

**Approved By:**

*Shawn Vail*

7/01/2025

Construction Manager:

*WSP*

Date:

07/01/2025

Architect:

*Do June*

Date:

7/2/25

Owner:

Date:

Virginia Location:  
8401 Mayland Dr, Ste S  
Richmond, VA 23294  
Ph: 800-871-3165  
[www.adeptpatriotservices.com](http://www.adeptpatriotservices.com)



# Adept Patriot Services

Company Headquarters:  
12607 E 60<sup>th</sup> Street, Ste B  
Tulsa, OK 74146  
Ph: 800-871-3165  
OK Lic.# AC440797  
AR Lic.# 0003025

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## Proposal #4963

**PROJECT:** Stillwater High School PR 31 REV-2      **DATE:** 6/19/25  
**CUSTOMER:** Willowbrook Construction Services      **CONTACT:** Shawn Vick  
**LOCATION:** Stillwater OK

---

### WE PROPOSE TO PROVIDE THE FOLLOWING LABOR & MATERIAL:

Adept Patriot Services will provide installation and Test Cat 6A Data cabling, Cat 6A Jacks as noted in PR31.

#### CommScope Cat6A Structured Cabling System:

Remove all Cat 6 data cabling, Cat 6 data jacks, and Cat 6 patch panels installed under the original contract from all Data, WAP, and CCTV locations. Replace with Cat 6A data cabling, Cat 6A data jacks, and Cat 6A patch panels at all corresponding locations.

**Total Price: \$ 63,256.00**

Remove all coaxial cabling installed under the original contract from all TV locations. Replace with Cat 6A data cabling and Cat 6A data jacks at all TV locations.

**Total Price: \$ 15,073.00**

Provide and install Cat 6A cabling, Cat 6A data jacks, Cat 6A patch panels, and surface-mount boxes for all Access Control door locations.

**Total Price: \$ 8,579.00**

Provide and install Cat 6A cabling, Cat 6A data jacks, Cat 6A patch panels, and surface-mount boxes for all Clock and Intercom locations.

**Total Price: \$ 104,325.00**

**Original contract price: \$ 311,828.00**

#### Approved Change Orders

**Change order #1 price: \$ - (2,900.00) (Alternate #1 Classroom Addition Scope Removal)**

**Change order #2 price: \$ 5,600.00 (PR 05 PA Wing Revisions)**

**Change order #3 price: \$ 75,598.00 (OMOD 17 - PA Wing Change Orders)**

**Change order #4 price: \$ 7,136.00 (PR 035 AV Boxes)**

#### Contract Price with approved change orders as of 7/1/25:

**\$ 397,622.00**

#### Pending Change Orders as of 7/1/25

**PR-31 CommScope Cat6A Solution Change Order Added Cost: \$ 199,856.00**

**PR-07 Band Uniform Room 1315A Change Order Added Cost: \$ 3,274.00**

**Total Pending Change Orders: \$ 203,130.00**

#### New Total Contract Price with approved and pending change orders as of 7/1/25:

**\$ 600,752.00**

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Active Members:



Payment terms: Invoice terms will be net 30 days from invoice date. Overdue invoices are subject to interest at the maximum rate allowed by state law and collections charges (including reasonable attorney's fees). While Adept Patriot Services, LLC does accept credit card payments, a minimum 3% transaction fee will be applied to the total proposal cost for all credit card transactions. **Payment to Adept Patriot Services is not dependent on payment terms from any third party or direct end-user. If the project is canceled after approval of equipment order, all equipment return restock fees, up to 50% of the equipment price at minimum, shall be paid within 30 days of cancellation. Shall a legal matter arise, all arbitration, legal matters, and any hearings/trials will be conducted in courts of the state of Oklahoma.**

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**PRICING INCLUDES THE FOLLOWING:**

1. Components/ materials as specified or of equal kind or quality and as may be required to provide a complete and operational system.
2. Labor for services and/or components as specified, unless providing equipment only.
3. The contract price shall be increased for any materials cost escalation imposed by material suppliers for cost changes imposed and effective more than ninety days subsequent to the date of acceptance of this proposal.
4. Any tariff and duty related impacts to materials costs exceeding 5% and shall result in force majeure.

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**THIS PROPOSAL EXCLUDES THE FOLLOWING:**

1. Raceway/conduit system: conduit, boxes, fittings, supports (J Hooks, etc) & penetrations except as noted.
2. Any AC/electrical wiring, interlocks to interface relays and apparatus, and required power wiring as may be required for interface to proposed systems.
3. Conduit between buildings.
4. Bonding and associated costs.
5. Architectural or engineering design for subject proposal.
6. Service or repair (except as set forth in Miscellaneous paragraph 1 page 2 herein) unless provided by Adept Patriot Services under a separate agreement for the following service plans:
  - a. Maintenance and Testing Agreement

---

**MOBILIZATION AND DEMOBILIZATION:**

1. The work shall consist of the mobilization and demobilization of the Adept Patriot Services' team and equipment necessary for performing the work required under the contract.
  - a. Includes initial mobilization to site to begin project.
  - b. Includes demobilization from site at completion of project.
2. Mobilization shall include all activities and associated costs for transportation of Adept Patriot Services' personnel, equipment, and operating supplies to the site; establishment of offices, buildings, and other necessary general facilities for the Adept Patriot Services' operations at the site; and premiums paid for performance and payment bonds, including coinsurance and reinsurance agreements, as applicable.
3. If additional mobilization outside the initial effort and demobilization activities outside the final effort are required, and costs are incurred during the performance of the project as a result of schedule changes, trade contractor delays, scope of work changes, project deletions, or project additions; Adept Patriot Services' team is entitled to an adjustment in contract price. Compensation for such costs will be included in the price adjustment for the item or items of work changed or added.

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**MISCELLANEOUS INFORMATION/QUALIFICATIONS:**

- a. One year warranty on all services, components, materials, and installation from the date of acceptance or beneficial use - whichever occurs first, excepting any parts, components or services provided by other supplier/contractor directly to the customer. The warranty period shall begin on the date of acceptance. An optional service contract offering continuing factory authorized service of the system after the initial warranty period is available. Warranty does not include repair of damage caused by: accident, disaster, which shall include, but not be limited to, fire, flood, water, wind and lightning, neglect, misuse or unauthorized alterations. Warranty service calls will be made during normal business hours (Monday through Friday, 8:00 a.m. - 5:00 p.m.) for no additional charge. Warranty calls made during non-business hours shall be billed to the customer at one and one-half the prevailing hourly service rate.

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**Active Members:**



- b. Adept Patriot Services, LLC may subcontract at its discretion.
- c. Customer warrants that any documentation submitted to Adept Patriot Services, LLC for compliance conform to any applicable governmental enactment or safety code.
- d. **Adept Patriot Services' limits of insurance are as noted:**
  - a. **General Liability - \$1,000,000.00**
  - b. **General Aggregate - \$2,000,000.00**
  - c. **Commercial Auto - \$1,000,000.00**
- e. If customer requires additional insurance or other subrogation rights it will be at additional expense to customer and treated as a agreement and/or contract modification.
- f. There will be no back charges without adequate written notice, ample time to rectify any associated condition, and prior acceptance and agreement of Adept Patriot Services, LLC.
- g. The contract will be interpreted in accordance with the laws of the State of Oklahoma.
- h. All contract terms (proposal) and change orders must be in writing. There are no terms or conditions between the parties not in writing herein. Confirmation of change orders must be obtained in writing.
- i. Any notices to Adept Patriot Services, LLC, doing business as Adept Patriot Services, LLC, that are required under this agreement shall be considered delivered if mailed by certified mail to the following address:

Adept Patriot Services, LLC  
 12607 E 60<sup>th</sup> Street, Ste B  
 Tulsa, OK 74146.

We appreciate the opportunity of furnishing our proposal and trust that we may be privileged to work with you on this project. Acceptance of this proposal and its conditions will be indicated by return (through mail or facsimile) of the signed proposal, or issuance of a purchase order or contract referencing this proposal number. Acceptance must be received within 30 days of the date of this proposal.

 <hr/> Adept Patriot Services - Representative	07/01/2025 <hr/>
Accepted By:	Title:
Company:	Date:
Address:	
Phone Number:	Company P.O. #:

Additional Office Locations:

**OKC Branch Office:**  
 18964 NE 23rd Street, #114  
 Harrah, Oklahoma 74033  
 Ph: 800-871-3165  
 OK Lic.# AC440797

**North Carolina Branch Office:**  
 4030 Wake Forest Road, Ste 349  
 Raleigh, NC 27609  
 Ph: 800-871-3165

**Arizona Branch Office:**  
 1846 E. Innovation Park Dr., Ste 100  
 Oro Valley, AZ 85755  
 Ph: 800-871-3165

**Texas Branch Office:**  
 5900 Balcones Drive, STE 100  
 Austin, TX 78731  
 Ph: 800-871-3165

Active Members:





# Owner Contingency Modification

0309c. - Stillwater New High School - Phase 2 PA Wing

**Title:** OMOD 4 - PR 06 Restroom Hardware Revisions

**Owner Contingency Modification : #** 4

**Date:** 06/18/2025 **Date Required:**

**Description of Work:** The following scope of work is included in this PCO:

1. Revise staff restroom locksets on Doors 1322 and 1324 as outlined in PR 06.

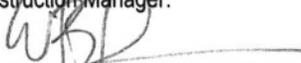
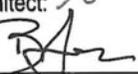
The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 4 - PR 06 Restroom Hardware Revisions	0.00	LS	0.00	- 1,514.0	0.0	0.00	- 1,514.00	
2 : Unified Door & Hardware	0.00	LS	0.00	1,514.0	0.0	0.00	1,514.00	

Total Change Amount: 0.00

Notes:

**Approved By:**

  
 Construction Manager: \_\_\_\_\_ Date: 6/19/2025  
  
 Architect: \_\_\_\_\_ Date: 06/26/2025  
  
 Owner: \_\_\_\_\_ Date: 7/1/25

  
 7/1/25



**Commercial Hardware - TX**  
 A Division of  
**Unified Door and Hardware Group, LLC**  
 1650 Suckle Highway · Pennsauken, NJ 08110  
 PH. 856-488-8843 · FAX. 856-665-7239

Change Order

CO002

Contractors Change Order #

<b>PROJECT:</b> STILLWATER HS PHASE 2 PA WING	<b>DATE:</b> 06/04/2025
<b>PROJECT #:</b> TX5728	<b>TO:</b> CMS WILLOWBROOK
<b>CONTRACT DATE:</b> 04-29-2025	
<b>CONTRACT FOR:</b> Division 8	
<b>PER CHANGE:</b> PR 06	<b>ATTN:</b> KATY OLSON
	<b>PHONE #:</b>
	<b>EMAIL:</b> <a href="mailto:KATY.OLSON@CMSWILLOWBROOK.COM">KATY.OLSON@CMSWILLOWBROOK.COM</a>

**PENDING APPROVAL, YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THIS CONTRACT  
 SEE PAGE NUMBER 2 FOR ITEMIZED MATERIAL LIST**

<b>CHANGE ORDER STATUS</b>	<b>MATERIAL COST:</b> \$1,514.00
	<b>ENGINEERING:</b> \$0.00
	<b>FREIGHT:</b> \$0.00
<b>PRICE ONLY</b>	<b>TAX:</b> \$0.00
<b>Please issue Official notification if we are to proceed. Expires in 30 days or prices are subject to change.</b>	<b>LABOR:</b> \$0.00
	<b>BOND:</b> \$0.00
	<b>TOTAL CHANGE:</b> \$1,514.00
<p>Any changes to the contract documents that are NOT clearly identified will not be included, nor will it be the responsibility of this supplier to identify any such un-marked changes (i.e. changes not clouded on drawings, text that is not in bold, or items not included in the narrative, etc.). Unified Door &amp; Hardware Group, LLC will not be liable for any cost impacts to the project due to specific changes NOT identified on the contract documents. All such un-marked changes identified after-the-fact, will be subject to additional costs. Items that are in fabrication cannot be changed or canceled and items already received cannot be returned.</p>	
<b>NOT VALID UNLESS SIGNED BY THE CONTRACTOR AND RETURNED</b>	
<b>AUTHORIZED BY:</b> Commercial Hardware - TX  <b>DATE:</b> 06/04/2025  <b>NAME:</b> Dillon Murray	<b>ACCEPTED BY:</b> CMS WILLOWBROOK  <b>DATE:</b>  <b>SIGNATURE:</b>
<p><b>STANDARD EXCLUSIONS:</b> Unless specifically included under the above descriptions, we exclude glass, glazing; provisions for concealed closers or holders or stops; drilling and tapping for anchor hinges, drilling and tapping for surface applied hardware, drilling and tapping for top and bottom pivots or floor closers; field assembly of shipping splices, erection or installation; rough or finish hardware, saddles or weather-stripping; channel or structural steel frames or frame reinforcing members; field measuring; crating or boxing; protection after delivery; "touching-up"; clean-up; stainless steel; all field work; field painting; finish painting; lead; all sales, use or similar taxes. Only the section or division or the specifications, the architectural drawings, the addenda, bulletins and alternates stated herein are included in this proposal. Labeled materials within manufacturers limitations otherwise labeled construction.</p> <p>This proposal is not binding upon us until executed by an officer, or duly authorized representative, of our company. This proposal may not be changed by any acknowledgment, acceptance, confirmation or purchase order, etc. unless such change has been agreed in writing by us. No sales representative has authority to enter into a contract on our behalf or to change the terms and conditions of this proposal.</p>	



# Commercial Hardware - TX

A Division of

**Unified Door and Hardware Group, LLC**  
1650 Suckle Highway · Pennsauken, NJ 08110  
PH. 856-488-8843 · FAX. 856-665-7239

Change Order

CO002

Contractors Change Order #

<b>PROJECT:</b> STILLWATER HS PHASE 2 PA WING	<b>DATE:</b> 06/04/2025
<b>PROJECT #:</b> TX5728	<b>TO:</b> CMS WILLOWBROOK
<b>CONTRACT DATE:</b> 04-29-2025	
<b>CONTRACT FOR:</b> Division 8	
<b>PER CHANGE:</b> PR 06	<b>ATTN:</b> KATY OLSON
	<b>PHONE #:</b>
	<b>EMAIL:</b> <a href="mailto:KATY.OLSON@CMSWILLOWBROOK.COM">KATY.OLSON@CMSWILLOWBROOK.COM</a>

MATERIAL	QUANTITY	UNIT VALUE	EXTD VALUE
Add ML2029 LWA 626 V21 Add L1 Keyway and 4 Security Keys Opening: 1322, 1324	2	\$757.00	\$1,514.00



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Rob Lamecker, Director of Facilities/Maintenance  
**APPROVED BY:** Tyler Bridges, Superintendent  
**DATE:** July 8, 2025

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**AGENDA ITEM:**

Consider and Vote to Approve or Not Approve Bus and District Equipment Surplus

**BOARD ACTION REQUESTED:**

Vote to Approve or Not Approve Bus and District Equipment Surplus as presented

**BACKGROUND INFORMATION:**

Periodically, district-owned property is discovered to be no longer useful or no longer needed. When this point arrives, the property is presented to the Board of Education for consideration to declare and vote to approve presented items as surplus. Attached is a list from the Transportation Department of items to be considered as surplus.

Final disposition of surplus items will be in accordance with applicable state laws.

<b>Make</b>	<b>Model</b>	<b>Description</b>	<b>SPS Tag</b>	<b>Serial Number</b>
AngelTrax	HC460 V.III	AngelTrax camera	19577	131669
AngelTrax	HC460 V.III	AngelTrax camera	22992	130719
AngelTrax	HC460 V.III	AngelTrax camera	22991	130810
AngelTrax	HC460 V.III	AngelTrax camera	19569	132013
AngelTrax	HC460 V.III	AngelTrax camera	19580	131612
AngelTrax	HC460 V.III	AngelTrax camera	19571	131618
AngelTrax	HC460 V.III	AngelTrax camera	19567	131613
AngelTrax	HC460 V.III	AngelTrax camera	19574	131616
AngelTrax	HC460 V.III	AngelTrax camera	19578	132010
AngelTrax	HC460 V.III	AngelTrax camera	19579	131614
AngelTrax	Quest V.III	AngelTrax camera	36590	165092
AngelTrax	HC460 V.III	AngelTrax camera	19566	132012
AngelTrax	HC460 V.III	AngelTrax camera	19564	132020
AngelTrax	HC460 V.III	AngelTrax camera	22987	130718
AngelTrax	HC460 V.III	AngelTrax camera	22988	143437
AngelTrax	HC460 V.III	AngelTrax camera	19562	131668
AngelTrax	HC460 V.II	AngelTrax camera	18864	118588
AngelTrax	HC460 V.III	AngelTrax camera	19572	131622
AngelTrax	HC460 V.III	AngelTrax camera	19563	132014
AngelTrax	HC460 V.III	AngelTrax camera	19561	132057
AngelTrax	Questedge	AngelTrax camera	36595	177557
AngelTrax	HC460 V.II	AngelTrax camera	22985	111374
AngelTrax	HC460 V.II	AngelTrax camera	18865	118089
AngelTrax	HC460 V.II	AngelTrax camera	18866	118088
AngelTrax	HC460 V.III	AngelTrax camera	22989	143439
AngelTrax	Questedge	AngelTrax camera	36579	184695
AngelTrax	Questedge	AngelTrax camera	36578	180947
AngelTrax	Questedge	AngelTrax camera	36583	180944
AngelTrax	Quest V.III	AngelTrax camera	36591	165724
AngelTrax	Quest V.III	AngelTrax camera	36592	165093
AngelTrax	HDX Hybrid	AngelTrax camera	36577	180244
AngelTrax	HC460 V.III	AngelTrax camera	19575	131995

AngelTrax	HC460 V.III	AngelTrax camera	36586	143429
AngelTrax	HC460 V.III	AngelTrax camera	19560	131620
Bluebird	2006 AMERICAN	Bus	T-4	1BABNBKA16F235728
International	2007 CESB	Bus	48	4DRBUAFN67B485440



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Bo Gamble, Assistant Superintendent of Operations  
**APPROVED BY:** Tyler Bridges, Superintendent  
**DATE:** July 8, 2025

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**AGENDA ITEM:**

Consider and Vote to Approve or Not Approve Change Order #2 for the SPS Sangre Ridge, Middle School, Field House, and PAC HVAC and Roof Replacement projects

**BOARD ACTION REQUESTED:**

Vote to Approve or Not Approve Change Order #2 for the SPS Sangre Ridge, Middle School, Field House, and PAC HVAC and Roof Replacement projects in the amount of \$14,090.25.

**BACKGROUND INFORMATION:**

This proposal includes civil grading and landscaping at Sangre Ridge Elementary and Stillwater Middle School.

The original contract sum was \$3,956,900.00

- Change Order 01 was board approved on January 14, 2025 in the amount of \$136,073.44
- The contract sum will be increased by this change order in the amount of \$14,090.25
- The new contract sum including this change order will be \$4,107,063.69

The contract time will be unchanged.

# AIA Document G701® – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> SPS SR, Middle School, Field House and PAC HVAC and Roof Replacement Stillwater, Oklahoma 74074	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: 06-11-2025	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 002  Date: 06-11-2025
<b>OWNER:</b> <i>(Name and address)</i> Owner Name 314 South Lewis Street Stillwater, Oklahoma 74074	<b>ARCHITECT:</b> <i>(Name and address)</i> 505 Architects LLC 1631 South Delaware Avenue Tulsa, OK 74104	<b>CONTRACTOR:</b> <i>(Name and address)</i> American Roofing and Construction, LLC 735 N Union Ponca City, Oklahoma 74601

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

PCO #02 - Replace existing roof hatches at Sangre Ridge Elementary and Middle School due to field conditions. \$6,713.25  
PCO #03 - Add additional safety guardrails at roof mechanical units at Sangre Ridge Elementary to comply with current building code. \$7,377.00

Total: \$14,090.25

The original Contract Sum was	\$ 3,956,900.00
The net change by previously authorized Change Orders	\$ 136,073.44
The Contract Sum prior to this Change Order was	\$ 4,092,973.44
The Contract Sum will be increased by this Change Order in the amount of	\$ 14,090.25
The new Contract Sum including this Change Order will be	\$ 4,107,063.69

The Contract Time will be unchanged by Zero (0) days.  
The new date of Substantial Completion will be 07-31-2025

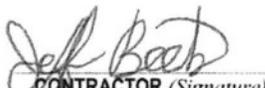
**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

  
\_\_\_\_\_  
**ARCHITECT** *(Signature)*

BY: Brian Thomas, AIA, LEED AP,  
Principal  
*(Printed name, title, and license  
number if required)*

06/11/2025  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
**CONTRACTOR** *(Signature)*

BY: Jeff Beets, Vice President  
*(Printed name and title)*

06/11/2025  
\_\_\_\_\_  
Date

\_\_\_\_\_  
**OWNER** *(Signature)*

BY: Roberta Douglas, SPS Board  
President  
*(Printed name and title)*

\_\_\_\_\_  
Date



June 10, 2025

SPS Sangre Ridge, MS, HS FH & PAC Roof and HVAC – Summer 2025 Project  
c/o Jeff Thomas  
2500 South Sangre Ridge Road  
Stillwater, OK 74074



**RE: PCO #02\_R1 – Additional Roof Hatch Replacement for SPS Sangre Ridge Elementary and Middle School**

Per request, American Roofing is proposing the following change order for the SPS Sangre Ridge, Middle School, High School Field House and PAC Roof & HVAC Improvements. All necessary roofing work will be performed by American Roofing and Construction:

- Demo Two Existing Roof Hatches at Sangre Ridge Elementary School
- Provide and Install Two New Bilco Type S-20 (36"x30") Roof Hatches at Sangre Ridge Elementary
- Demo Two Existing Roof Hatches at Stillwater Middle School
- Provide and Install Two New Bilco Type S-20 (36"x30") Roof Hatches at Stillwater Middle School

Includes:

- Materials & Freight Charges
- All Labor for Installation
- Supervision

Excludes

- Sales Tax

Item Description	Unit Cost	Quantity	Total Cost
Bilco Type S-20 Roof Hatch	\$1,353.26	4	\$5,413.04
Freight Charges	\$250.00	1	\$250.00
Labor for Installation – Lead	\$44.50	6	\$267.00
Labor for Installation – 2 Helpers	\$64.00	6	\$384.00
Supervisor	\$50.00	6	\$300.00
Bonding @ 1.5%	\$99.21	1	\$99.21

<b>Total Proposed Cost:</b>	<b>\$6,713.25</b>
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If you have any questions, please contact me or our office staff at your convenience.

Respectfully Submitted,

Joe Vaden, Jr., Commercial Estimator  
American Roofing & Construction, LLC

**Confidential Notice** This document and any information contained within it are confidential and intended solely for the use of the individual or entity to whom they are addressed. This document contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this document. Please notify the sender immediately by e-mail if you have received this document by mistake and then dispose of this document. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.



June 6, 2025

SPS Sangre Ridge, MS, HS FH & PAC – Summer 2025 Project  
c/o Jeff Thomas  
2500 South Sangre Ridge Road  
Stillwater, OK 74074



**RE: PCO #03 – Additional OSHA Compliant Safety Rails for SPS Sangre Ridge Elementary**

Per request, American Roofing is proposing the following change order for the SPS Sangre Ridge, Middle School, High School Field House and PAC Roof & HVAC Improvements. All necessary roofing work will be performed by American Roofing and Construction:

- Provide and Install Additional OSHA Compliant Guard Rail Systems in Two Locations at Sangre Ridge Elementary

**Includes:**

- Materials & Freight Charges
- All Labor for Installation
- Scaffolding/Lift for Installation
- Supervision

**Excludes**

- Sales Tax

Item Description	Unit Cost	Quantity	Total Cost
12' Safety Rail	\$2,575.00	1	\$2,575.00
4' Safety Rail	\$875.00	3	\$2,625.00
Scaffolding/Lift Rental	\$800.00	1	\$800.00
Labor for Installation – Lead	\$44.50	8	\$356.00
Labor for Installation – 2 Helpers	\$64.00	8	\$512.00
Supervisor	\$50.00	8	\$400.00
Bonding @ 1.5%	\$109.00	1	\$109.00

**Total Proposed Cost:**

**\$7,377.00**

If you have any questions, please contact me or our office staff at your convenience.

Respectfully Submitted,

Joe Vaden, Jr., Commercial Estimator  
American Roofing & Construction, LLC



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Bo Gamble, Assistant Superintendent of Operations  
**APPROVED BY:** Tyler Bridges, Superintendent  
**DATE:** July 8, 2025

---

**AGENDA ITEM:**

Consider and Vote to Approve or Not Approve the Priority Response Service Agreement with Blackmon Mooring/BMS-CAT, LLC

**BOARD ACTION REQUESTED:**

Vote to Approve or Not Approve the Priority Response Service Agreement with Blackmon Mooring/BMS-CAT, LLC

**BACKGROUND INFORMATION:**

Stillwater Public Schools has been invited to enter into a non-binding, no-cost Priority Response Agreement with Blackmon Mooring, also known as BMS-CAT, a disaster recovery and restoration services provider. This agreement is not a contract, does not obligate SPS to use its services, and does not incur any fees.

Entering into this agreement helps protect district facilities and operations during disasters, while maintaining cost-effective service options. It offers risk-free preparedness measures and enhances the district's capacity to respond promptly during emergencies.



## Priority Response Service Agreement ("PRSA")

Corporate Headquarters • 5718 Airport Frwy • Haltom City • Texas • 76117  
24 Hour Line (800) 433-2940 • (817) 332-2770 • Fax (817) 332-6728

This PRSA enrolls your location in our Priority Response Program ("PRP"). By entering into this PRSA a relationship is being established which allows BMS CAT, LLC to better service you in your time of need by proactively establishing protocols for emergency response, confirming customer-specific procedures, and expediting the contracting process. Customer and BMS Cat, LLC or an affiliate ("BMS CAT") agree to the provisions set forth below.

### Priority Service Request

- ◇ In the event of a loss, Customer shall call BMS CAT'S 24-hour emergency response number at **800-433-2940** or their **Account Manager (per instructions developed)**, and identify the general scope of services requested and location.
- ◇ As soon as practical, BMS will dispatch a Priority Response Project Manager to the Customers location designated on Exhibit A attached hereto to make a preliminary assessment of the loss and services needed.
- ◇ Upon agreement by Customer and execution of an "Advanced Work Authorization" ("AWA") on the form attached as Exhibit B, BMS will mobilize resources and commence the work outlined in the AWA as soon as possible, as circumstances allow.
- ◇ Work performed under an AWA will be billed at the attached Rate Schedule, Exhibit C, or the then prevailing BMS CAT Rate Schedule which will be supplied at the time of the loss, or at unit rate pricing.
- ◇ Upon agreement of the full scope of services to be performed and pricing, BMS CAT and Customer may execute a Service Contract, including a Scope of Work that lists in detail the work to be performed, pricing and any other special terms and conditions between the parties.

**This Agreement does not expire unless cancelled by either party with 30 days notice. However, Customer and BMS CAT are contractually bound only to the extent AWA's or Service Contracts are issued and accepted. In the absence of a new Service Contract at the time of the loss, the terms and conditions of the AWA is as stated.**

**CUSTOMER:** Stillwater Public Schools  
**Address:** 314 S. Lewis St.  
Stillwater, OK 74075  
**Telephone:** 405-533-6300  
**Facsimile:** \_\_\_\_\_  
**e-mail:** rlamecker@stillwaterschools.com

**Correspondence (Billing) goes to the attention of:**  
**Name:** Shannon Flores  
**Address:** 314 S. Lewis St.  
Stillwater, OK 74075  
**Telephone:** 405-533-6300  
**Facsimile:** billing@stillwaterschools.com

\* See attached Exhibit A for additional information on Properties, Billing and Contact

This Response Service Agreement is entered into on July, 8th, 2025 by and between BMS Cat, LLC, a Texas limited liability company or an affiliate, and Stillwater Public Schools ("Customer"), a \_\_\_\_\_. This Agreement, its terms and conditions, and all attachments, shall apply to all orders issued and accepted under this agreement. Agreed to and accepted by:

**CUSTOMER:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_  
**Name:** \_\_\_\_\_  
**Title:** \_\_\_\_\_

**BMS CAT**  
**Signature:** Tawn Neidy  
**Name:** Tawn Neidy  
**Title:** Commercial Account Manager



**LOCATION AND CONTACT INFORMATION**  
**(Exhibit A)**

<b>Property Information</b>	
Number of Buildings Serviced by Agreement:	
Building Name (or attach list):	
Building Address (or attach list):	
Total Square Footage:	
<b>Customer Contact Information</b>	
Management Company:	
Ownership Group:	
Insurance Carrier:	
Delegated Adjuster (if applicable):	
Primary Contact:	
Contact Title:	
Contact #:	
Contact Email:	
Site Specific Contact:	
Contact Title:	
Contact #:	
Contact Email:	
Billing Contact:	
Contact Title:	
Contact #:	
Contact Email:	
Below filled out by BMS CAT	
BMS Rate Schedule:	
Industry Type:	
Payment Terms (if other than 21 days):	
Notes:	

## Preferred Time and Materials Rate Schedule 2024

### I. Labor

#### A. Labor Rates

These rates apply to personnel engaged to fulfill the terms of the contract, whether regular full time employees of BMS Cat or temporary hires employed directly by BMS Cat, secured through a labor service or subcontractor. Rates stated below are per person per hour.

CLASSIFICATION	HOURLY RATE
General Cleaning Labor	\$ 49.00
Management Fee	4.00
Bio - Hazard Supervisor	135.00
Bio - Hazard Technician	115.00
Carpenter/ Framer	96.00
Clerical	50.00
General Restoration Supervisor	80.00
Dehumidification Supervisor/ Tech	80.00
Document Recovery Tech	82.00
Document Specialist	77.00
Drywall Installer/ Finisher	90.00
Equipment Operator	88.00
Flooring Installer	84.00
Generator Technician	95.00
Healthcare Supervisor	110.00
Healthcare Technician	88.00
Remediation Supervisor / Technician	87.00
Resource Coordinator	76.00
Project Accountant	78.00
Electronics Restoration Supervisor / Technician	69.00
Industrial Corrosion Control Supervisor / Technician	66.00
Skilled / Construction Trades Not Listed	Xactimate Rate per Geographical Location
Truck Driver	70.00
Assistant Project Manager	92.00
Painter	80.00
Project Manager	122.00
Project Director	150.00
Project Estimator	105.00
Health and Safety Officer	104.00
Project Consultant	170.00
Project Coordinator	150.00
Mold Remediation Labor	61.00
Restoration Tech	66.00
Rofer	115.00
Technical Consultants / Engineers	Cost + 30%

#### B. Other Labor Provisions

1. These rates and provisions are predicated upon BMS Cat standard wage rates and overtime compensation practices. To the extent the work under a particular contract is subject to Federal and State minimum wage or hour laws or collective bargaining agreements which modify BMS Cat standard rates and practices, adjustments shall be made to the hourly rates and other labor provisions stated above.

2. Standard Hours - All labor rates stated above are for the first 40 hours worked in a workweek, beginning on Monday and ending on Sunday, exclusive of BMS Cat holidays. In the event of a community-wide disaster, overtime will be billed at the rates scheduled above, as it is incurred, regardless of the number of hours worked on a particular job.
3. Non-Standard Hours - The rates for labor performed by all classifications in a work week over 40 hours, will be 1.5 times the rates scheduled in Section I.A above. Rates for labor performed on BMS Cat recognized holidays will be 2.0 times the rates scheduled in Section I.A. above. Recognized holidays are New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, and Christmas Day. In the event BMS Cat is required to pay double time for any work performed, pursuant to state or federal law or the terms of any collective bargaining agreement, the rates for such labor hours shall be 2.0 times the rates scheduled in Section I.A. above.
4. The Management Fee above applies when BMS Cat supervises the customer's employees, rather than hiring General Cleaning Laborers. The payroll, taxes and benefits are the responsibility of the customer.
5. Remediation Supervisor / Technician labor classification will be charged when personnel are using half-face or full-face respirators.
6. During the course of performance of work, BMS Cat may add additional labor classifications to the schedule above at rates to be determined by BMS Cat.
7. Premium Wages - When working in and around high cost of living areas including, but not limited to California, Washington, New York, New Jersey, Hawaii, Washington DC, Chicago, Boston, Philadelphia and Internationally, a multiplier of 1.25 will be applied to all listed labor rates in order to account for increased costs. The premium is the minimum and is subject to change. Any modifications to the multiplier will be submitted and become part of this agreement.
8. Standby Time - When circumstances beyond BMS CAT's control require personnel to standby on the job site, a minimum charge of 8 hours per person per day will be billed in addition to reimbursable expenses related to the standby.
9. Travel time for personnel shall be billed to the contract at the rates in Section I.A and I.B.2 above.
10. In the event that federal/state prevailing wages and/or collective bargaining rates exist, BMS Cat may charge the cost of labor plus an additional 30% at BMS Cat's discretion.

**II. Equipment Rental**

**A. Equipment Rental Rates**

The following rates apply to equipment utilized in the performance of the work (whether supplied from BMS Cat inventory or specifically purchased by BMS Cat or supplied by a subcontractor).

<b>CLASSIFICATION</b>	<b>RATE</b>
Air Compressor, < 10 gal	\$ 42.00
Air Compressor - Large	90.00
Air Mover / Carpet Dryer	33.00
Axial Fan	39.00
Blasting Unit - Soda	800.00
Cable Tails - #2 - Male or Female	23.00
Cable Tails - 4/0 - Male or Female	14.00

CLASSIFICATION	RATE
Cable Ramps	21.00
Cable - Camlock Tees	10.00
Cable - Spiderbox - 6/4 50 amp - 50 ft	44.00
Cable - Spiderbox - 6/4 50 amp - 100 ft	64.00
Cable - 2/5 Pin and Sleeve Cable - 50 ft	70.00
Cable - 4/0 Camlock Cable - 50 ft	30.00
Cable - 4/0 Camlock Cable - 100 ft	48.00
Cable - Banded Wire - 50 ft	50.00
Carpet Cleaning Machine - Hot Water Extraction - Portable	250.00
Carpet Cleaning Machine - Hot Water Extraction - Truck Mounted Unit	525.00
Cart - Debris Cart	38.00
Cart - Flat Cart	31.00
Dehumidification Unit - LGR - Large (70-109 ppd)	130.00
Dehumidification Unit - LGR- XL (110-159 ppd)	168.00
Dehumidification Unit - LGR - XXL (>160 ppd)	200.00
Dolly - Drywall	35.00
Edge Guard, linear foot	5.25
EDP - Tool Set	24.00
EDP - Instrument Drying Oven	180.00
EDP - High Pressure Sprayer	60.00
Electrical Distribution Panel - 200 amp Cam/ 50 amp Splitter	202.00
Electrical Distribution Panel - 400 amp Cam/ 100 amp 208V Splitter	285.00
Electrical Distribution Panel - 400 amp Cam/ 100 amp 480V Splitter	285.00
Electrical Distribution Panel - 600 amp Multi	300.00
Electrical Distribution Panel - 1200 amp Multi	400.00
Electrical Distribution Panel - Spider Box with GFCI	90.00
Electrical Distribution Panel - 400 amp Disconnect	285.00
Electrical Distribution Panel - 480V to 120V (12 x 20amp circuits)	250.00
Electrical Distribution Panel - 480V to 240V/110V - 200 amp with Transformer	340.00
Electrical Distribution- 208V to 120V(per main box 6 stringers w/quads + 1000 ft cable)	750.00
Electrical Distribution Panel - 3 Gang Box/3 - 20 amp 120V GFCI	28.00
Extraction Unit - Flood Pumper - Portable	182.00
Extraction Unit - LRU	550.00
Fall Protection	30.00
Fans - Industrial	95.00
Flanders Filter 24" x 24"	28.00
Flanders Filter 24" x 48"	55.00
Foamer	100.00
Fogger - Spray Mist	44.00
Fogger - Thermo-Gen	115.00
Furnace - Portable	72.00
Fuel Tank - Single Wall - 275 Gallon	125.00
Fuel Tank - Single Wall - 500 Gallon	300.00
Fuel Tank - Single Wall - 1000 Gallon	500.00
Fuel Tank - Single Wall - 2300 Gallon	625.00
Generator - Less than 10 kW	168.00
Generator - 20 KW	410.00
Generator - 36 KW	600.00
Generator - 60 KW	625.00
Generator - 80 KW	700.00
Generator - 100 KW	900.00
Generator - 150 KW	1,050.00

CLASSIFICATION	RATE
Generator - 180 KW	1,100.00
Generator - 200 KW	1,200.00
Generator - 230 KW	1,200.00
Generator - 250 KW	1,300.00
Generator - 300 KW	2,000.00
Generator - 350 KW	2,200.00
Generator - 400 KW	2,700.00
Generator - 500 KW	3,000.00
Generator Cable - Per Linear foot	1.50
HEPA Air Filtration Unit - 2000 CFM	162.00
HEPA Air Filtration Unit - up to 1000 CFM	110.00
HVAC - Air Tool Kit	28.00
HVAC - Cutting / Spray Kit	28.00
HVAC - Duct Auger	120.00
HVAC - Duct Sweeper	80.00
HVAC - Video Tool	225.00
Hydroxyl Generator Boss	225.00
Hydroxyl Generator Boss XL3	250.00
Hygrothermograph - Recording	24.00
Injectidry Unit	150.00
Laser Particle Counter	225.00
Lights - Balloon Lights	135.00
Lights - Quartz Demolition	23.00
Lights - Light Tower	180.00
Lights - Wobble Lights	48.00
Micromanometer - Recording	100.00
Mobile Command Center	650.00
Moisture Meter - Penetrating or Non-Penetrating	26.00
Moisture - Thermal Camera	155.00
Negative Air Machine	200.00
Ozone Generator - Model 330	126.00
Ozone Generator - Model 630	173.00
Ozone Generator - Model OG-EA	25.00
Pallet Jack	70.00
Pump - Trash - Gas 2"	150.00
Pump - Sump	52.00
Quad Box Cable - 12/5 Extension Cable - 50 ft	22.00
Quad Box Cable - 12/5 Extension Cable - 100 ft	30.00
Quad Box Feeder Panel - 100 amp	150.00
Quad Box Feeder Panel - 200 amp	180.00
Quad Box String - 10 ft with GFI	22.00
Quad Box String - 20 ft with GFI	26.00
Quad Box String - 30 ft with GFI	32.00
Quad Box String - 50 ft with GFI	36.00
Radio - Personnel Communication	20.00
Respirator - Full Face	25.00
Respirator - Half Face	14.00
Safety Cones	5.00
Saw - Cut Off	78.00
Saw - Kett	45.00

CLASSIFICATION	RATE
Scaffolding - Baker (Per Section)	41.00
Sprayer - Commercial Airless	180.00
Sprayer - Electrostatic	165.00
Spot Cooler- 1 ton	230.00
Spot Cooler- 2 ton	350.00
Thermohygrometer	24.00
Trailer - Flatbed, Cargo, Reefer	227.00
Trailer - Flat Deck	195.00
Truck - Box (inclusive of mileage)	255.00
Ultrasonic Decontamination Vat	80.00
Vacuum - Commercial Canister	35.00
Vacuum - EDP Anti-Static	95.00
Vacuum - HEPA	110.00
Vacuum - Upright	25.00
Van - Cargo / Passenger	165.00
Vehicle - Passenger/Pickup	135.00
Vehicle - 3/4 ton Pickup	200.00
Vehicle - 1 ton Pickup/ Flatbed	210.00
Vehicle - 1 1/4 ton Pickup / Flatbed	225.00
Wall Aerator Set	50.00
Washer - High Pressure	136.00
Washer - High Pressure - Hot	185.00
Zip wall Magnetic Door Kit	10.00
Zip Poles - Each	11.00
X-Ray Cleaning System	450.00

**B. Other Equipment Rental Rate Provisions**

1. The daily rental rate shall be charged for each calendar day or portion thereof during which the equipment is used to perform work, regardless of the number of shifts on which the equipment is used during the day.
2. During the course of performance of the work, BMS Cat may add additional equipment to the schedule above at rates to be determined by BMS Cat.
3. Equipment utilized in the performance of the work not listed in II.A. or added as provided in II.B.2. shall be BMS Cat's cost thereof plus a mark-up of 10% and 10% (21%).
4. Scheduled Rates do not include fuel, DEF, or fuel delivery, which will be charged at presented invoice plus a mark-up of 10% and 10% (21%).
5. 20 KW Generators and above, Generator Cables and distribution are subject to a 3 day minimum rental. In the event of an areawide event, the minimum rental is 1 week. Rates do not include freight, delivery, set up, maintenance, fuel Surcharges or environmental fees, which will be billed in accordance with Section VII. B. Other Charges.

**C. Small Tools**

Items such as shovels, ladders, extension cords, small hand tools, etc., which are not included in the Schedules above, will be compensated to BMS Cat by an application of a small tool charge in the amount of three percent (3%) of total labor billings. Any items purchased specifically for the job, will be charged per the "Other Charges" section listed in the Rate Schedule.

### III. Material Rates

#### A. Material Rates

CLASSIFICATION	RATE	uom
Absorbent Pad	\$ 11.50	/ each
Adhesive Remover	18.00	/ can
Alcohol - Isopropyl	58.00	/ gallon
Antigel	17.00	/ quart
Anti-Microbial Sealer	142.00	/ gallon
Applicators - 6" Cotton	25.00	/ m
Biocides/Disinfectants	78.00	/ gallon
Bioesque Degreaser	59.00	/ gallon
Blades - Kett Saw (Carbide)	85.00	/ each
Blades - Kett Saw	17.50	/ each
Bleach	11.60	/ gallon
Boots - Rubber	55.00	/ pair
Box - Book	4.95	/ each
Box - Dish	7.50	/ each
Box - Freeze Dry	4.75	/ each
Brush, Grout	5.50	/ each
Brush, Scrub, Long Handle.	14.00	/ each
Brush, Wire	8.75	/ each
Carpet Deodorizer	44.00	/ gallon
Carpet Mask 36" x 250'	125.00	/ roll
Cartridge - Respirator	24.50	/ each
Coil Cleaner	70.00	/ gallon
Cotton Cleaning Cloths	7.95	/ lb
Deodorizing Gel Block	14.30	/ lb
Deodorizing Liquid	86.00	/ gallon
Degreaser - Heavy Duty	44.00	/ gallon
Desudser	69.00	/ gallon
Duct Sealant / Encapsulant	95.00	/ gallon
Dry Solvent Stain Remover	148.00	/ gallon
EDP - Corrosion Control Lubricant #1	110.00	/ gallon
EDP - Corrosion Control Lubricant #2	110.00	/ gallon
Emulsifier - Powder	15.00	/ lb
Emulsifier - Liquid	52.00	/ gallon
Filter - Carbon	49.75	/ each
Filter - Dehumidification	19.00	/ each
Filter - HEPA for Air Filtration Unit	330.00	/ each
Filter - HEPA for Vacuum	525.00	/ each
Filter - Primary	5.00	/ each
Filter - Secondary 24 x 24 x 2	15.00	/ each
Filter - Secondary 15 x 18 x 2	16.00	/ each
Floor Dry	30.00	/ bag
Floor Protection - Ram Board	132.00	/ roll
Furniture Blocks	91.00	/ box
Furniture Pads	120.00	/ box
Furniture Polish	15.50	/ can
Glass Cleaner	21.00	/ gallon
Glass Cleaner	11.50	/ can

CLASSIFICATION	RATE	uom
Gloves - Cotton	4.15	/ pair
Gloves - Kevlar (Cut Resistant)	24.00	/ pair
Gloves - Latex	4.00	/ pair
Gloves - Leather	12.00	/ pair
Gloves - Mechanics	18.50	/ pair
Gloves - Nimble Finger (N-Dex)	1.25	/ pair
Goggles	9.50	/ each
Grid Clips	6.50	/ each
Hand Cleaning Wipes	50.00	/ tub
HEPA Vac Bonnets	20.00	/ each
Ice	6.25	/ bag
Inventory Tags	80.00	/ box
Lemon Oil	70.00	/ gallon
Mask - N95	84.00	/ 20/box
Mask - Particulate	40.00	/ 50/box
Mats - Sticky, Walk-off	120.00	/ case
Metal Flashing	60.00	/ roll
Mop Heads	16.00	/ each
Odor Counteractant	140.00	/ gallon
Odromatic	77.00	/ gallon
Painters Plastic .75 mil	60.00	/ roll
Paper - Corrugated	170.00	/ roll
Paper - Craft	75.00	/ roll
Pigmented Sealer	65.00	/ gallon
Polishing Pads	62.00	/ box of 20
Polyester Filter Material	195.00	/ roll
Polyethylene Bags - 3-6 mil	137.00	/ roll
Poly. Sheeting (20'x100' roll)(4 mil)	160.00	/ roll
Poly. Sheeting (20'x100' roll)(6 mil)	192.00	/ roll
Poly. Sheeting (20'x100' roll)(4 mil)-fire ret.	205.00	/ roll
Poly. Sheeting (20'x100' roll)(6 mil)-fire ret.	285.00	/ roll
Poly. Sheeting (20'x100' roll)(6 mil) Reinforced	300.00	/ roll
Poly. Sheeting (20'x100' roll)(6 mil) Reinforced - fire ret.	425.00	/ roll
Pump - Barrel Syphon	33.00	/ each
Rags - Terry Towels	7.00	/ lb
Restoration Sponge	3.80	/ each
Roof Felt - 15 lb.	45.00	/ roll
Roof Felt - 30 lb.	47.00	/ roll
Roofing Cement, Black Tar	27.00	/ gallon
Safety Glasses	8.00	/ each
Service Kit - Generator up to 99 KW	495.00	/ each
Service Kit - Generator 100 to 199 KW	895.00	/ each
Service Kit - Generator 200 to 299 KW	1,295.00	/ each
Service Kit - Generator 300 to 399 KW	1,695.00	/ each
Shrink Wrap	62.00	/ roll
Shockwave	85.00	/ gallon
Sleeves - Cut Resistant	29.00	/ pair
Soot Encapsulant - Clear	92.00	/ gallon
Spray Adhesive	13.50	/ can
Spray Bottle with Trigger	5.50	/ each
Stainless Steel Polish	16.00	/ can

CLASSIFICATION	RATE	uom
Suit - Tyvek	18.00	/ each
Tape - Boxing	8.00	/ roll
Tape- Builder Board	27.00	/ roll
Tape - Duct	14.50	/ roll
Tape - Blue Remediation	16.00	/ roll
Tape - Painters	16.60	/ roll
Tape - Barricade	33.00	/ roll
Tape - HVAC, Aluminum	42.00	/ roll
Tape - Layflat	65.00	/ roll
Tape - Poly	15.00	/ roll
Tarp Material	0.47	/ sq. ft.
ThermoFog spray	150.00	/ gallon
Trash Bags - Disposable	45.00	/ roll
Tubing - Lay Flat	325.00	/ roll
Tubing - Lay Flat	1.40	/ LF
Vacuum Bags	9.35	/ each
Water - Bottle	12.75	/ 24 pack
Wrap - Bubble	100.00	/ roll
Zippers - containment	19.25	/ each

**B. Other Material Rate Provisions**

1. The foregoing prices shall be applied to all materials on the schedules above which are utilized in the performance of the work, whether shipped to the site from BMS Cat Inventory, shipped directly to the site from BMS Cat's sources or purchased locally by BMS Cat from either an affiliated or non-affiliated entity.
2. During the course of performance of the work, BMS Cat may add additional materials to the schedule above at rates to be determined by BMS Cat.
3. Materials utilized in the performance of the work not listed in III.A. or added as provided in III.B.2. shall be BMS Cat's cost thereof plus a mark-up of 10% and 10% (21%).

**IV. Document Remediation**

Specific freeze drying costs will be determined per job, based on the factors relevant to each job and pricing will fall in the range of \$44.00 - \$84.00 per cubic foot.

These factors include, but are not limited to:

- Nature of Damage
- Moisture Saturation
- Degree of Char / Soot Residue
- Mold / Mildew Infestation
- Quantity
- Smoke Odor
- Deodorization Requirements
- Contamination Factors - Debris, Sewage, Silt and / or Hazardous Materials

The above rates represent the charges for freeze drying only. Labor, equipment, materials, transportation and other costs incurred in connection with document remediation will be billed in accordance with the appropriate schedules and provisions contained in this Rate Schedule.

## V. Dehumidification, Stabilization and Conditioned Air

Specific costs for Dehumidification, Stabilization and Conditioned Air services. will be determined per job, based on the factors relevant to each job and pricing will fall in the ranges indicated below.

These factors include, but are not limited to:

- Nature of Damage
- Moisture Saturation
- Height of Buildings, Ceilings and Affected Space
- Length of Job and / or Time Constraints
- Other Contamination Factors
- Local Weather Conditions
- Other pertinent conditions or situations as they may apply

These and other factors can cause the cost to provide such services to vary widely. The standard practice is to extend pricing on a firm unit price basis when there are no extenuating circumstances. Under normal conditions, pricing will generally fall in the following ranges depending on the above referenced factors.

Normal Range:

Dehumidification - \$2.00 to \$3.50 per square foot during a 10 to 20 day timeframe

Stabilization - \$0.40 to \$0.70 per square foot per week

Conditioned Air - \$0.40 to \$0.70 per square foot per week

The above rates represent the charges for dehumidification, stabilization and conditioned air and for their related dehumidification services for the area specified in the contract, work authorization or scope of work. Transportation, generators and peripherals, electrical power, propane, fuel and other costs incurred in connection with dehumidification, stabilization and conditioned air services will be billed in accordance with the schedules and provisions contained in this Rate Schedule.

## VI. Area Wide Catastrophic Events

Community wide events to include hurricanes, tornadoes and regional flooding.

BMS Cat shall reserve the right to charge a catastrophe surcharge not to exceed six percent (6%) of the total amount invoiced excluding vendor or subcontractor totals for all projects as part of any area wide catastrophe. The fee will cover freight, warehousing and delivery charges.

## VII. Reimbursables

### A. Travel, Lodging and Per Diem

BMS Cat shall be compensated for costs incurred for travel, lodging and per diem for BMS Cat employees, whether regular full time employees of BMS Cat or temporary hires employed directly by BMS Cat or hired through a labor service or subcontractor assigned to the work on the basis of BMS Cat's cost for such charges plus a 10% and 10% (21%) mark-up on such costs. Per Diem rates will be billed to the customer using the Meals and Incidental expense rates established by the United States General Services Administration for the location and effective dates of travel, plus a 10% and 10% (21%) mark-up.

B. Other Services, Freight / Transportation and Other Charges

The costs incurred by BMS Cat for all services such as Industrial Hygienist, Rental Equipment, Water, Fuel, Dumpsters, Freight, Parking, Tolls, Transportation of materials, supplies or equipment to and from the site of work or a BMS Cat temporary local warehouse and other services / charges which are not identified in sections I through V above, but are utilized in the performance of the contract shall be billed at BMS Cat's cost plus a 10% and 10% (21%) mark-up on such costs.

C. Taxes and Permits

The rates contained in this schedule are exclusive of federal, state and local sales or use taxes and any applicable federal, states or local approvals, consent, permits, licenses and orders incidental to performance of the work. BMS Cat shall be compensated for all costs incurred which are described above on the basis of BMS Cat's actual cost incurred for such items.



## **STILLWATER PUBLIC SCHOOLS**

### **STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Dr. Trent Swanson, Chief Human Resource Officer  
**APPROVED BY:** Mr. Tyler Bridges, Superintendent  
**DATE:** July 8, 2025

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#### **AGENDA ITEM(S):**

##### **Human Resources Adjunct Instructor Approval:**

1. Jeana Bateson (Meridian Technology Center)
2. Barry Fuxa (Stillwater High School)

#### **BOARD ACTION REQUESTED:**

Motion to approve Adjunct Instructors for 2025-2026

#### **BACKGROUND INFORMATION:**

1. Jeana Bateson, RN, is a Full Time Faculty Member in Meridian Technology Center's Health Science Program. Anatomy and Physiology is an upper-level high school course that all health science career majors must take to be successful in technical degrees, college and career. By taking advantage of the ability for students to gain dual credit for courses offered through Meridian, we can provide the benefit of having Ms. Bateson teach as an adjunct in her area of expertise, and allow students to gain high school science credit.
2. Barry Fuxa, Stillwater Public Schools, Public Relations and Communications Coordinator, will be assigned to teach a Communications class at Stillwater High School during each term of the 2025-2026 school year.



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer  
**APPROVED BY:** Mr. Tyler Bridges, Superintendent  
**DATE:** July 8, 2025

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**AGENDA ITEM:**

US Foods Decrease in Fee Per Case

**BOARD ACTION REQUESTED:**

Consider and Vote to approve the new US Foods/Premier Fixed Fee-Per-Case Schedule

**BACKGROUND INFORMATION:**

In June 2025 the Board of Education approved US Foods as a Prime Vendor. Since that time US Foods and the Group Purchasing Organization, Premier, have lowered the fixed fee per case by \$0.01.



## GROUP PURCHASING FOR CHILD NUTRITION

Thank you for your continued support as a valued customer on the **Premier-US Foods K-12 purchasing program**.

As we prepare for the upcoming **2025-2026 school year**, please be aware that the fee per case schedule will be adjusted, effective **July 1, 2025**. This adjustment has been made in response to multiple inflation indexes across the industry.

Here is the fee per case schedule:

### Premier K-12 Food Product & Distribution Program:

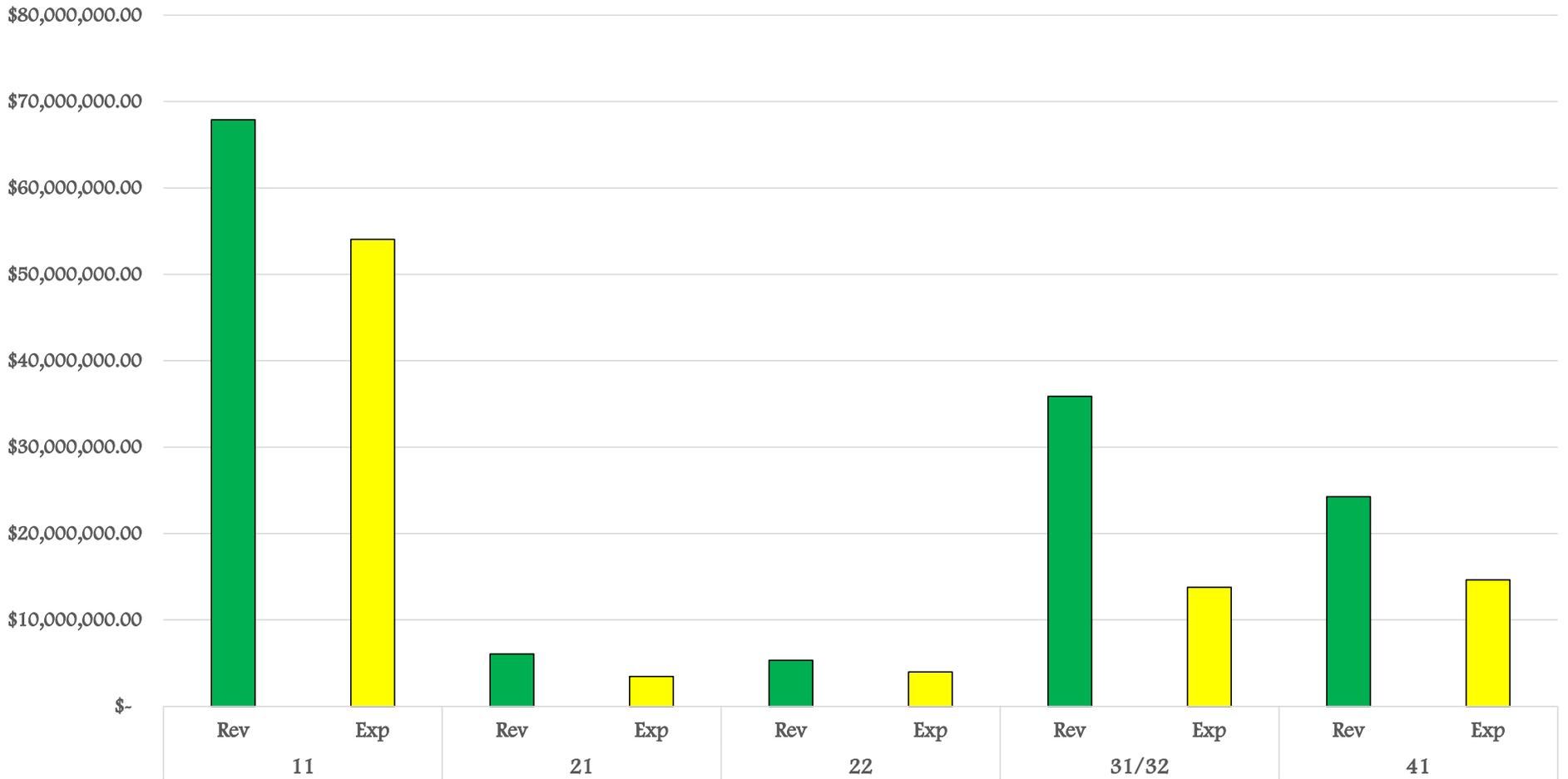
Average Drop Size	Fixed Fee per Case 2025-2026 School Year
Less than \$2,499.99	\$3.12
2,500 - 2,999.99	\$2.94
3,000 - 3,999.99	\$2.86
4,000 - 5,499.99	\$2.79
5,500 - 6,999.99	\$2.75
7,000 - 10,999.99	\$2.62
11,000 - 15,999.99	\$2.58
16,000 and up	\$2.48

*The Fixed Fee-Per-Case schedule will be reviewed annually and adjusted for key inflationary factors that affect the Average Case Cost for K-12 Participating Members. Equipment and Supplies remain the same and are priced at a 9.75% markup.*

Please reach out [to premieratyourservice@usfoods.com](mailto:premieratyourservice@usfoods.com) with any questions.

Thank you for your continued partnership and we look forward to another successful school year in 2025-2026!

## Stillwater Public Schools Revenue and Expenditures As of 6/30/25





**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer  
**APPROVED BY:** Mr. Tyler Bridges, Superintendent  
**DATE:** July 8, 2025

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**AGENDA ITEM:**

Treasurer's Report

**BOARD ACTION REQUESTED:**

Consider and Vote to approve Treasurer's report (which includes the monthly Bond Expenditures and Revenues Report) as of July 1, 2025

**BACKGROUND INFORMATION:**

The Treasurer's Report is a monthly report is highlighting changes to existing Purchase Orders and activity thru July 1, 2025.

The monthly Bond Expenditures and Revenues Report for May 2025 provides an overview of the General Obligation Bond Issue approved on February 14, 2017 (Bond 31) and the General Obligation Bond Issue approved on February 14, 2023 (Bond 32).

**Stillwater Public Schools**  
**Revenue Summary**

As of 2/11/25

	ACTUAL AS OF 6/30/2025	EON and FORM 307/308 BUDGET		PERCENTAGE RECEIVED
		FY 2024-2025		
<b>GENERAL FUND (11)</b>				
LOCAL SOURCES OF REVENUES:				
1110 Property Taxes Current Year	\$ 20,745,521.73	\$ 18,371,856.00		112.92%
1120 Property Taxes Prior Year	\$ 465,469.70	\$ -		N/A
1130 Revenue In Lieu of Taxes (& 1190)	\$ 86,246.95	\$ -		N/A
1300 Interest Earnings	\$ 1,050,792.69	\$ 500,000.00		210.16%
1400 Total Rentals, Disposals and Commissions	\$ 8,669.40	\$ -		N/A
1500 Total Reimbursements	\$ 1,097,448.47	\$ -		N/A
1600 District Services	\$ 840.00	\$ -		N/A
<b>TOTAL LOCAL SOURCES OF REVENUE</b>	<b>\$ 23,454,988.94</b>	<b>\$ 18,871,856.00</b>		<b>124.29%</b>
INTERMEDIATE SOURCES OF REVENUES:				
2100 County 4 Mill Ad Valorem Tax	\$ 2,694,378.79	\$ 2,548,083.45		105.74%
2200 County Apportionment (Mortgage Tax)	\$ 326,118.51	\$ 239,332.33		136.26%
2300 Resale of Property		\$ -		N/A
<b>TOTAL INTERMEDIATE SOURCES OF REVENUE</b>	<b>\$ 3,020,497.30</b>	<b>\$ 2,787,415.78</b>		<b>108.36%</b>
STATE SOURCES OF REVENUES:				
3110 Gross Production Tax	\$ 173,168.71	\$ 209,354.26		82.72%
3120 Motor Vehicle Collections	\$ 2,452,141.81	\$ 2,574,267.61		95.26%
3130 Rural Electric Cooperative Tax	\$ 221,505.61	\$ 202,375.65		109.45%
3140 State School Land Earnings (State Apportionment)	\$ 1,061,605.12	\$ 1,018,605.80		104.22%
3150 Vehicle Tax Stamp	\$ 8,788.08	\$ 4,430.51		198.35%
3160 Farm Implement	\$ 3,074.54	\$ 2,951.23		104.18%
3190 Other Dedicated Revenue	\$ -	\$ -		N/A
3210 Foundation And Salary Incentive Aid	\$ 18,886,303.82	\$ 18,888,577.30		99.99%
3250 State Flexible Benefit Allowance	\$ 5,408,894.61	\$ 5,236,444.66		103.29%
3310 Alt Ed, Statewide Prog. (388)	\$ 174,474.28	\$ 174,474.28		100.00%
3412 National Board Bonus	\$ 70,000.00	\$ 80,000.00		87.50%
3415 Reading Sufficiency Act (367)	\$ 149,310.36	\$ 149,310.36		100.00%
3420 State Textbook (333)	\$ 390,019.50	\$ 390,019.50		100.00%
3440 Drivers Education	\$ -	\$ -		N/A
3470 Advanced Placement	\$ -	\$ -		N/A
3620 State Land Reimburse	\$ 100.37	\$ -		N/A
3690 Other State Sources (190, 361, 362, 376, 377)	\$ 679,538.12	\$ 636,734.64		106.72%
3811 ODCTE Salary Supplement (411)	\$ 63,460.00	\$ 63,460.00		100.00%
3812 ODCTE Program Assistance (412, 421)	\$ 179,750.00	\$ 179,750.00		100.00%
3879 High Schools That Work	\$ -	\$ -		N/A
3892 OK Education Lottery Fund (469)	\$ -	\$ -		N/A
<b>TOTAL STATE SOURCES OF REVENUE</b>	<b>\$ 29,922,134.93</b>	<b>\$ 29,810,755.80</b>		<b>100.37%</b>
FEDERAL SOURCES OF REVENUES:				
4140 Title 7, Indian Ed. (561)	\$ 147,938.67	\$ 147,493.00		100.30%
4210 Title 1A (511, 515 & 518)	\$ 1,454,456.58	\$ 1,333,938.20		109.03%
4271 Title 2 (541)	\$ 290,890.71	\$ 254,516.30		114.29%
4281 Title 3 ELL (571, 572)	\$ 18,426.61	\$ 56,885.64		32.39%
4310 IDEA Basic (615, 618, 621)	\$ 1,433,419.41	\$ 1,507,129.39		95.11%
4340 IDEA Preschool (641)	\$ 36,950.95	\$ 34,560.23		106.92%
4442 Title 4 Part A (551, 552)	\$ 83,787.33	\$ 113,137.10		74.06%
4470 Title V RLIS (587)	\$ 74,536.74	\$ 158,753.55		46.95%
4480 McKinney Vinto Homeless Title IX (596)	\$ 73,137.97	\$ 87,911.61		83.19%
4550 Johnson-O'Malley Program	\$ -	\$ -		N/A
4580 Medicaid Reimbursement (697, 698)	\$ 120,789.41	\$ -		N/A
4689 Misc Sources of Fed Rev (722, 723, 793, 795, 796, 797, 799)	\$ 3,134,941.71	\$ 4,331,735.72		72.37%
4821 Carl Perkins, Vocational and Applied Tech	\$ -	\$ -		N/A
<b>TOTAL FEDERAL SOURCES OF REVENUE</b>	<b>\$ 6,869,276.09</b>	<b>\$ 8,026,060.74</b>		<b>85.59%</b>
5000 Non Revenue Receipts	\$ -	\$ -		N/A
<b>TOTAL REVENUES</b>	<b>\$ 63,266,897.26</b>	<b>\$ 59,496,088.32</b>		<b>106.34%</b>
6000 Prior Year Fund Balance Forward	\$ 2,549,805.63	\$ 2,549,805.63		100.00%
6140 Estopped Warrants	\$ -	\$ -		
6200 Inter-Fund Transfers via Form 308	\$ 2,082,147.93	\$ 2,082,147.93		100.00%
<b>TOTAL ALL SOURCES OF REVENUE</b>	<b>\$ 67,898,850.82</b>	<b>\$ 64,128,041.88</b>		<b>105.88%</b>

## Stillwater Public Schools Expenditures Summary

As of 2/11/25

GENERAL FUND (11)	ACTUAL AS OF	EON and FORM		PERCENTAGE SPENT
	6/30/2025	307/308 BUDGET FY 2024-2025		
0000 Non-Categorical	\$ 1,423.87	\$ -		N/A
1000 Instruction	<b>\$ 30,623,829.67</b>	<b>\$ 35,606,934.89</b>		<b>86.01%</b>
<b>SUPPORT SERVICES:</b>				
2100 Tech Repair	\$ 9,267.36	\$ -		N/A
2110 Attendance and Social Work Services	\$ 314,189.34	\$ 482,711.91		65.09%
2120 Guidance Services	\$ 1,830,454.55	\$ 2,288,500.00		79.98%
2130 Health Services	\$ 913,745.83	\$ 963,000.00		94.89%
2140 Psychological Services	\$ 743,009.13	\$ 821,000.00		90.50%
2150 Speech Pathology and Audiology Services	\$ 763,298.48	\$ 930,110.18		82.07%
2170 Physical Therapy	\$ 161,082.35	\$ 160,000.00		100.68%
2180 Visually Impaired Services	\$ 769.16	\$ 500.00		153.83%
2190 Other Student Services	\$ 1,055,076.33	\$ 1,775,803.60		59.41%
<b>2100 Total Student Support Services</b>	<b>\$ 5,790,892.53</b>	<b>\$ 7,421,625.69</b>		<b>78.03%</b>
2210 Improvement of Instructional Services	\$ 1,305,050.20	\$ 1,273,857.85		102.45%
2220 Educational Media Services	\$ 872,331.41	\$ 993,209.85		87.83%
2230 Instruction Technology	\$ 174,584.35	\$ 191,000.00		91.41%
2240 Student Assessment	\$ 259.50	\$ 9,400.00		2.76%
<b>2200 Total Support Services-Instructional Staff</b>	<b>\$ 2,352,225.46</b>	<b>\$ 2,467,467.70</b>		<b>95.33%</b>
2310 Board of Education Services	\$ 594,326.64	\$ 503,500.00		118.04%
2320 Office of Superintendent Services	\$ 1,005,254.34	\$ 986,000.00		101.95%
2330 Special Area Administration Services	\$ -	\$ -		N/A
2340 Other Administration Services	\$ 98,675.76	\$ 103,000.00		95.80%
<b>2300 Total Support Services-General Administration</b>	<b>\$ 1,698,256.74</b>	<b>\$ 1,592,500.00</b>		<b>106.64%</b>
2410 Office of the Principal Services	\$ 3,309,508.16	\$ 3,244,000.00		102.02%
2490 Other School Administration Services	\$ 341,649.66	\$ 320,000.00		106.77%
<b>2400 Total Support Services-School Administration</b>	<b>\$ 3,651,157.82</b>	<b>\$ 3,564,000.00</b>		<b>102.45%</b>
2510 Fiscal Services	\$ 1,141,136.43	\$ 1,438,000.00		79.36%
2520 Internal Services	\$ 236,211.05	\$ 311,000.00		75.95%
2530 Printing, Publishing and Duplicating Services	\$ 11,522.45	\$ 13,700.00		84.11%
2540 Evaluation Services	\$ 21,504.00	\$ 51,000.00		42.16%
2560 Information Services	\$ 51,591.95	\$ 42,300.00		121.97%
2570 Personnel Services	\$ 616,799.64	\$ 612,600.00		100.69%
2580 Admin Tech Services	\$ 751,010.00	\$ 1,204,733.96		62.34%
<b>2500 Total Support Services-Business</b>	<b>\$ 2,829,775.52</b>	<b>\$ 3,673,333.96</b>		<b>77.04%</b>
2620 Operation of Building Services	\$ 3,691,827.83	\$ 3,700,135.93		99.78%
2630 Care and Upkeep of Grounds Services	\$ 91,454.24	\$ 70,000.00		130.65%
2640 Care and Upkeep of Equipment Services	\$ 72,867.43	\$ 75,000.00		97.16%
2650 Vehicle Operations & Maint Service	\$ 20,545.92	\$ 75,000.00		27.39%
2660 Security Services	\$ 301,944.82	\$ 435,835.92		69.28%
2670 Safety	\$ 36,220.51	\$ 69,500.00		52.12%
<b>2600 Total Operation and Maintenance of Plant Services</b>	<b>\$ 4,214,860.75</b>	<b>\$ 4,425,471.85</b>		<b>95.24%</b>
2720 Vehicle Operation and Maintenance	\$ 1,421,247.45	\$ 1,424,000.00		99.81%
2730 Monitoring Services	\$ 163,159.97	\$ 145,500.00		112.14%
2740 Vehicle Servicing and Maintenance	\$ 461,534.09	\$ 517,000.00		89.27%
<b>2700 Total Student Transportation Services</b>	<b>\$ 2,045,941.51</b>	<b>\$ 2,086,500.00</b>		<b>98.06%</b>
<b>TOTAL SUPPORT SERVICES</b>	<b>\$ 22,583,110.33</b>	<b>\$ 25,230,899.20</b>		<b>89.51%</b>
3120 Food PR & Dispensing Svc	\$ -	\$ -		N/A
3300 Community Services	\$ 210,398.90	\$ 228,500.00		92.08%
4400 Architectural Services	\$ -	\$ -		N/A
4500 Educational Specifications Development Services	\$ 21,376.99	\$ -		N/A
4720 Building Improvement Services	\$ 576,383.05	\$ 947,000.00		60.86%
5500 Tech Supplies	\$ 27,694.78	\$ -		N/A
5000 Fund Transfers, Correcting Entries	\$ -	\$ 35,000.00		0.00%
<b>Total Other Uses of Funds</b>	<b>\$ 835,853.72</b>	<b>\$ 1,210,500.00</b>		<b>69.05%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 54,044,217.59</b>	<b>\$ 62,048,334.09</b>		<b>87.10%</b>

## Stillwater Public Schools Revenue Summary

As of 2/11/25

	ACTUAL AS OF 6/30/2025	EON and FORM 307/308 BUDGET		PERCENTAGE RECEIVED
		FY 2024-2025		
<b>BUILDING FUND (21)</b>				
LOCAL SOURCES OF REVENUES:				
1110 Ad Valorem Tax Levy (Current)	\$ 2,964,498.94	\$ 2,625,279.48		112.92%
1120 Ad Valorem Tax Levy (Prior Years)	\$ 66,357.39	\$ -		N/A
1130 Revenue In Lieu of Taxes (& 1190)	\$ 375,000.00	\$ -		N/A
1300 Total Earnings on Investments	\$ -	\$ -		N/A
1400 Rentals and Sales	\$ -	\$ -		N/A
1500 Insurance Loss Recovery and Reimbursements	\$ 1,510,697.55	\$ 1,133,698.61		133.25%
3000 State Revenue	\$ 279,616.67	\$ 267,372.43		104.58%
<b>TOTAL LOCAL SOURCES OF REVENUE</b>	<b>\$ 5,196,170.55</b>	<b>\$ 4,026,350.52</b>		<b>129.05%</b>
5000 Non Revenue Receipts	\$ -	\$ -	\$ -	-
6000 Prior Year Fund Balance Forward	\$ 2,934,295.98	\$ 2,934,295.98		100.00%
6200 Inter-Fund Transfers via Form 308	\$ (2,082,147.93)	\$ (2,082,147.93)		100.00%
<b>TOTAL ALL SOURCES OF REVENUE</b>	<b>\$ 6,048,318.60</b>	<b>\$ 4,878,498.57</b>		<b>123.98%</b>

## Stillwater Public Schools Expenditures Summary

As of 2/11/25

	ACTUAL AS OF 6/30/2025	EON and FORM 307/308 BUDGET		PERCENTAGE SPENT
		FY 2024-2025		
<b>BUILDING FUND (21)</b>				
1000 Instruction	\$ -	\$ 2,220.00		0.00%
SUPPORT SERVICES:				
2100 Other Support Services-Student	\$ 4,180.16	\$ 28,400.00		14.72%
2400 Support Services-Office Of Principal and School Administration	\$ 6,866.44	\$ 18,000.00		38.15%
2500 Support Services-Business, Technology, Information and Tax	\$ 45,123.75	\$ 7,500.00		601.65%
2600 Operation and Maintenance of Plant Services	\$ 3,382,247.42	\$ 3,317,564.07		101.95%
<b>Total Operation and Maintenance of Plant Services</b>	<b>\$ 3,438,417.77</b>	<b>\$ 3,371,464.07</b>		<b>101.99%</b>
OTHER USES OF FUNDS:				
4200 Site Improvement Services	\$ -	\$ -		N/A
4300 Land Improvement Services	\$ -	\$ -		N/A
4400 Architecture and Engineering Services	\$ -	\$ -		N/A
4600 Building Acquisition and Construction Services	\$ -	\$ -		N/A
4700 Building Improvement Services	\$ -	\$ -		N/A
5100 Debt Service	\$ -	\$ 266,750.00		0.00%
5600 Correcting Entries	\$ -	\$ -		N/A
<b>Total Other Uses of Funds</b>	<b>\$ -</b>	<b>\$ 266,750.00</b>		<b>0.00%</b>
<b>TOTAL FISCAL YEAR BUDGET</b>	<b>\$ 3,438,417.77</b>	<b>\$ 3,635,994.07</b>		<b>94.57%</b>

## Stillwater Public Schools Revenue Summary

As of 5/13/25

CHILD NUTRITION FUND (22)	LOCAL SOURCES OF REVENUES:	ACTUAL AS OF 6/30/2025	EON and FORM 307 BUDGET		PERCENTAGE RECEIVED
			FY 2024-2025		
1710	Student Lunches	\$ 627,328.74	\$ 686,754.46		91.35%
1720	A La Carte Food	\$ 36,620.95	\$ 40,100.94		91.32%
1730-40	Adult Meals	\$ 4,438.09	\$ 4,839.10		91.71%
1760	Contract meals	\$ -	\$ -		N/A
1790-99	Other Revenue	\$ 681.37	\$ 27,025.48		2.52%
<b>TOTAL LOCAL SOURCES OF REVENUE</b>		<b>\$ 669,069.15</b>	<b>\$ 758,719.98</b>		<b>88.18%</b>
STATE SOURCES OF REVENUES:					
3250	State Flexible Benefit Allowance	\$ 306,259.11	\$ 283,724.72		107.94%
3720	State Matching	\$ 26,879.04	\$ 28,308.42		94.95%
<b>TOTAL STATE SOURCES OF REVENUE</b>		<b>\$ 333,138.15</b>	<b>\$ 312,033.14</b>		<b>106.76%</b>
FEDERAL SOURCES OF REVENUES:					
4705	Emergency Oper Costs Reimb-SBP/NSLP	\$ -	\$ -		
4710	National School Lunch Program	\$ 1,686,366.29	\$ 1,410,214.69		119.58%
4720	School Breakfast Program	\$ 837,241.51	\$ 573,239.60		146.05%
4740	Summer Feeding Program	\$ 88,658.30	\$ 107,646.56		82.36%
4780	National School Lunch Eq Grant	\$ 23,967.61	\$ -		
<b>TOTAL FEDERAL SOURCES OF REVENUE</b>		<b>\$ 2,636,233.71</b>	<b>\$ 2,091,100.85</b>		<b>126.07%</b>
<b>TOTAL REVENUES</b>		<b>\$ 3,638,441.01</b>	<b>\$ 3,161,853.97</b>		<b>115.07%</b>
5000	Non Revenue Receipts	\$ -	\$ -		
6000	Prior Year Fund Balance Forward	\$ 1,697,637.43	\$ 1,697,637.43		100.00%
<b>TOTAL ALL SOURCES OF REVENUE</b>		<b>\$ 5,336,078.44</b>	<b>\$ 4,859,491.40</b>		<b>109.81%</b>

## Stillwater Public Schools Expenditures Summary

As of 5/13/25

CHILD NUTRITION FUND (22)	CHILD NUTRITION PROGRAM SERVICES:	ACTUAL AS OF 6/30/2025	EON and FORM 307 BUDGET		PERCENTAGE SPENT
			FY 2024-2025		
0000	Non Categorical	\$ 3,518.66	\$ -		N/A
3110	Food a la carte	\$ 110,812.38	\$ 40,000.00		277.03%
3120	Food Preparation and Dispensing	\$ 1,629,728.97	\$ 1,700,000.00		95.87%
3130	Food and Supplies Delivery Services	\$ 115,885.96	\$ 125,000.00		92.71%
3140	Other Direct Services	\$ 566,763.34	\$ 906,000.00		62.56%
3150	Food Procurement Services	\$ 1,380,980.39	\$ 1,440,000.00		95.90%
3155	Food Adult	\$ 13,472.33	\$ 6,000.00		224.54%
3160	Non Reimbursed Services	\$ 7,659.65	\$ 9,200.00		83.26%
3180	Nutrition Education	\$ 1,942.00	\$ 5,500.00		35.31%
3190	Other Child Nutrition Program Operations	\$ 127,780.43	\$ 153,000.00		83.52%
5000	Fund Transfers and Correcting Entry	\$ -	\$ 500.00		0.00%
7400	Workers Compensation	\$ -	\$ -		N/A
8900	Other Transfers	\$ -	\$ -		N/A
<b>Total Child Nutrition Services</b>		<b>\$ 3,958,544.11</b>	<b>\$ 4,385,200.00</b>		<b>90.27%</b>
<b>TOTAL FISCAL YEAR BUDGET</b>		<b>\$ 3,958,544.11</b>	<b>\$ 4,385,200.00</b>		<b>90.27%</b>

**Stillwater Public Schools  
Revenue Summary**

As of 2/11/25

	ACTUAL AS OF 6/30/2025	EON and FORM 307 BUDGET		PERCENTAGE RECEIVED
		FY 2024-2025		
<b>BOND FUNDS (31-39)</b>				
LOCAL SOURCES OF REVENUES:				
5112	Proceeds from Sale of Original Bonds	\$ 10,886,950.00	\$ 14,100,000.00	77.21%
1310	Interest	\$ 703,954.85	\$ 760,000.00	92.63%
<b>TOTAL LOCAL SOURCES OF REVENUE</b>		<b>\$ 11,590,904.85</b>	<b>\$ 14,860,000.00</b>	<b>169.84%</b>
<b>TOTAL REVENUES</b>		<b>\$ 11,590,904.85</b>	<b>\$ 14,860,000.00</b>	<b>169.84%</b>
6100	Prior Year Fund Balance Forward	\$ 24,285,497.61	\$ 24,285,497.61	100.00%
6200	Inter-Fund Transfers	\$ -	\$ -	N/A
<b>TOTAL ALL SOURCES OF REVENUE</b>		<b>\$ 35,876,402.46</b>	<b>\$ 39,145,497.61</b>	<b>91.65%</b>

**Stillwater Public Schools  
Expenditures Summary**

As of 2/11/25

	ACTUAL AS OF 6/30/2025	EON and FORM 307 BUDGET		PERCENTAGE SPENT
		FY 2024-2025		
<b>BOND FUNDS (31-39)</b>				
1000	Instruction	\$ 67,056.62	\$ 200,000.00	33.53%
SUPPORT SERVICES:				
2100	Other Support Services-Student	\$ 270,331.46	\$ 100,000.00	270.33%
2210	Textbooks	\$ 45.74	\$ -	
2220	Library Media Services	\$ -	\$ 100,000.00	0.00%
2230	Instruction Related Technology	\$ 340,786.75	\$ 1,000,000.00	34.08%
2300	Board of Education Services	\$ 19,987.56	\$ 5,000.00	399.75%
2340	Other General and Administrative Services	\$ -	\$ 100,000.00	0.00%
2530	Printing Equipment	\$ 106,082.68	\$ -	N/A
2580	Tech Supplies	\$ 662,862.45	\$ -	N/A
2620	Operation of Building Services	\$ 1,627,309.23	\$ 2,455,000.00	66.29%
2630	Care and Upkeep of Grounds Services	\$ 1,226.98	\$ 1,000,000.00	0.12%
2640	Care and Upkeep of Equipment Services	\$ 37,585.78	\$ 100,000.00	37.59%
2660	Security Services	\$ 9,762.00	\$ 100,000.00	9.76%
2670	Safety	\$ 55,911.16	\$ 200,000.00	27.96%
2720	Bus Operation Services	\$ 719,535.20	\$ 100,000.00	719.54%
3300	Athletics Supplies and Uniforms	\$ 31,912.18	\$ -	N/A
<b>Total Support Services</b>		<b>\$ 3,883,339.17</b>	<b>\$ 5,260,000.00</b>	<b>73.83%</b>
OTHER USES OF FUNDS				
4200	Land Acquisition Services	\$ -	\$ -	N/A
4300	Land Improvement Services	\$ 742,786.78	\$ -	N/A
4400	Architectural and Engineering Services	\$ -	\$ 20,000,000.00	0.00%
4600	Facilities Acquisition and Construction Services	\$ 5,600,477.32	\$ 10,000,000.00	56.00%
4700	Facilities Improvement Services	\$ 3,484,101.52	\$ -	N/A
5600	Correcting Entry	\$ -	\$ -	N/A
<b>Total Other Uses of Funds</b>		<b>\$ 9,827,365.62</b>	<b>\$ 30,000,000.00</b>	<b>32.76%</b>
<b>TOTAL FISCAL YEAR BUDGET</b>		<b>\$ 13,777,761.41</b>	<b>\$ 35,460,000.00</b>	<b>38.85%</b>

## Stillwater Public Schools Revenue Summary

As of 2/11/25

DEBT SERVICE FUND (41) LOCAL SOURCES OF REVENUES:	ACTUAL AS OF 6/30/2025	EON and FORM 307 BUDGET		PERCENTAGE RECEIVED
		FY 2024-2025		
1110 Ad Valorem Tax Levy (Current)	\$ 15,240,869.11	\$	14,850,384.17	102.63%
1120 Ad Valorem Tax Levy (Prior Years)	\$ 335,102.29	\$	-	N/A
1130 Revenue In Lieu of Taxes	\$ -	\$	-	N/A
1190 Other Taxes	\$ -	\$	-	N/A
1300 Total Earnings on Investments	\$ 50,312.50	\$	-	N/A
<b>TOTAL LOCAL SOURCES OF REVENUE</b>	<b>\$ 15,626,283.90</b>	<b>\$</b>	<b>14,850,384.17</b>	<b>105.22%</b>
3000 State Receipts	\$ 2,059.42	\$	2,200.00	93.61%
5111 Premium on Bonds Sold	\$ 724,443.71	\$	141,000.00	513.79%
6100 Prior Year Fund Balance Forward	\$ 7,908,563.26	\$	7,908,563.26	100.00%
<b>TOTAL ALL SOURCES OF REVENUE</b>	<b>\$ 24,261,350.29</b>	<b>\$</b>	<b>22,902,147.43</b>	<b>105.93%</b>

## Stillwater Public Schools Expenditures Summary

As of 2/11/25

DEBT SERVICE FUND (41) USES OF FUNDS:	ACTUAL AS OF 6/30/2025	EON and FORM 307 BUDGET		PERCENTAGE SPENT
		FY 2024-2025		
2319 Accounting Services	\$ 8,039.48	\$	-	N/A
5100 Debt Service	\$ 14,622,465.00	\$	14,770,890.00	99.00%
<b>Total Uses of Funds</b>	<b>\$ 14,630,504.48</b>	<b>\$</b>	<b>14,770,890.00</b>	<b>99.00%</b>
5600 Correcting Entries	\$ -	\$	-	0.00%
<b>TOTAL FISCAL YEAR BUDGET</b>	<b>\$ 14,630,504.48</b>	<b>\$</b>	<b>14,770,890.00</b>	<b>99.00%</b>



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Bo Gamble, Assistant Superintendent of Operations

**APPROVED BY:** Tyler Bridges, Superintendent

**DATE:** July 8, 2025

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**AGENDA ITEM:**

Receive Bond 2023 Update.

**BOARD ACTION REQUESTED:**

This is an information item only. No board action is requested.

**BACKGROUND INFORMATION:**

Attached to this memo is an update on Bond 2023.

***SPS BOND 2023  
PROJECTS REPORT  
07.08.2025***



# *SPS OES TRANSPORTATION IMPROVEMENTS*

SPS OES Phase 2 Transportation Improvements to allow SPS Transportation Department to relocate to OES. Scope of the improvements include office/administration area, bus maintenance area, and new bus parking area. Project is under construction.

- Interior Renovation Construction is scheduled to Punch by 505 Architects and SPS on July 2
- Bus Parking Construction is scheduled to be completed end of July 2025.

# *SPS OES TRANSPORTATION IMPROVEMENTS*



TRANSPORTATION BUS DRIVER BREAKROOM AREA



TRANSPORTATION BUS DRIVER RESTROOM

# *SPS OES TRANSPORTATION IMPROVEMENTS*



RENOVATED EXISTING BREAK / MEETING ROOM

# *SPS OES TRANSPORTATION IMPROVEMENTS*



BUS PARKING AREA

# DEFERRED MAINTENANCE PROJECTS

SPS Sangre Ridge and Middle School Roof and HVAC Improvements and the SPS HS Field House and PAC HVAC Projects are under Construction.

- Contractor has mobilized at Middle School
  - Roof installation is 90% complete.
  - Steel safety rails are in progress.
  - Exhaust fan replace is in progress.
  - RTU's are ready to be installed pending receipt of curb adapters anticipated to arrive on July 2<sup>nd</sup>.
  - Civil grading is 90% complete. Only splash blocks remaining.
- Contractor has mobilized at Sangre Ridge
  - Structural Steel modifications are in progress
  - Scheduled to start roofing week of July 7<sup>th</sup>.
- The PAC building RTU's are currently schedule to ship the beginning of August due to the large specialty unit.
- Construction, excluding the PAC RTU's, is scheduled to be completed end of July 2025 pending receipt of all the remaining RTU's and exhaust fans.

# *HS PHASE 1 AND 2 – CONSTRUCTION PHASE*

- Owner, Architect, and Constructor (OAC) meetings are scheduled for every two weeks to review construction progress.
- 505 Architects continues to received Submittals from Willowbrook for various systems and materials and is currently reviewing.
- FF&E Bid Package review meeting is scheduled for 7/2 for Areas 1, 2, 3, and 4 Spec Book for furniture selections and finishes and on 7/15 for the remaining of the Phase 1 and 2. Final FF&E Bid Package will be issued on 8/4 to bidders. Procurement needs to occur prior to end of year to avoid price increases.

# *HS PHASE 1 AND 2 – CONSTRUCTION PHASE*



JUNE 2 2025



JUNE 26 2025

# HS PHASE 1 AND 2 – CONSTRUCTION PHASE

## SITE WORK ACCOMPLISHED LAST MONTH

North parking lot paving is in progress

West parking lot paving is in progress

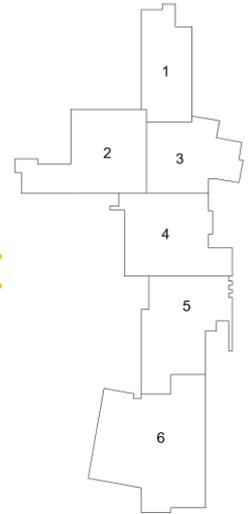
Bus Loop entry approach complete

## SITE WORK UPCOMING NEXT TWO WEEKS

Middle parking lot paving is in progress

Landscaping (sod/irrigation) begins

SITE



# *HS PHASE 1 AND 2 – CONSTRUCTION PHASE*



WEST ENTRY

# *HS PHASE 1 AND 2 – CONSTRUCTION PHASE*



MIDDLE PARKING LOT

# *HS PHASE 1 AND 2 – CONSTRUCTION PHASE*

## AREA 1 WORK ACCOMPLISHED LAST MONTH

First coat of paint is in progress

Fire alarm wire is being pulled

Curtain wall installation is complete

RTU's set

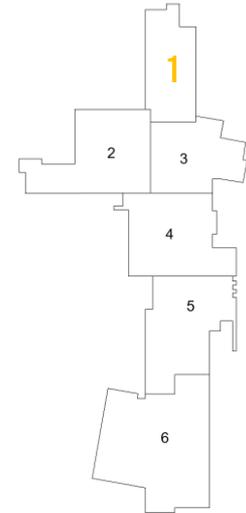
## AREA 1 WORK UPCOMING NEXT TWO WEEKS

Window caulking and removal of protective plastic

First coat of paint is in progress

Installation of ceiling grid system begins

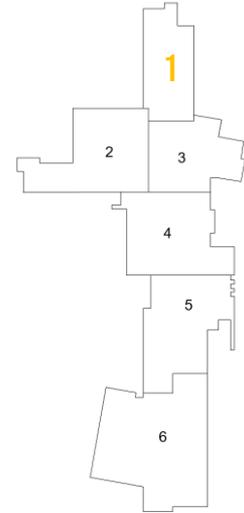
Installation of ceiling lights begins



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



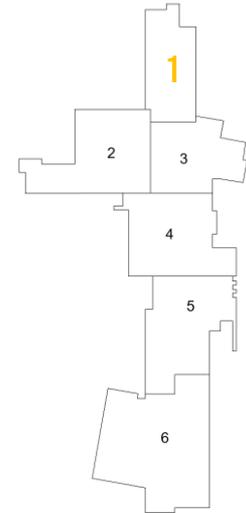
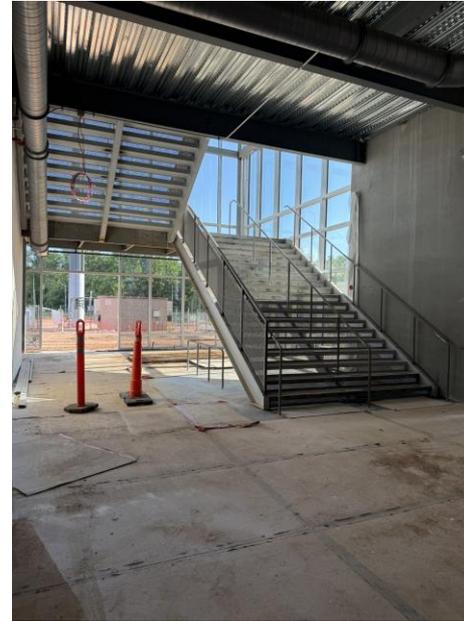
AREA 1 – EXTERIOR



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



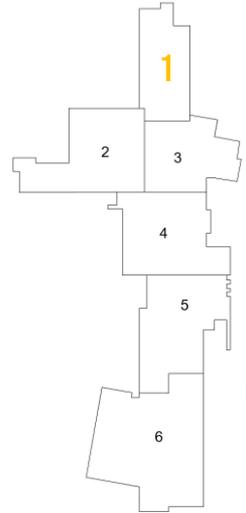
AREA 1 – NORTH STAIRS



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



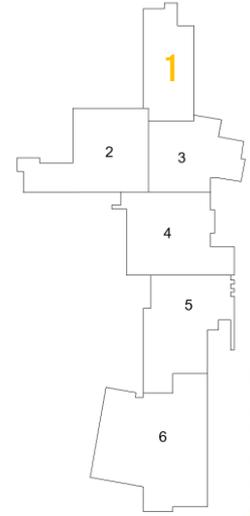
AREA 1 – NORTH STAIRS 2<sup>ND</sup> FLOOR



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



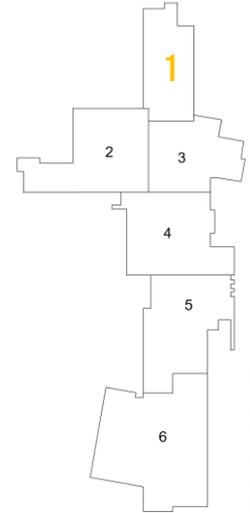
AREA 1 – HALLWAY



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



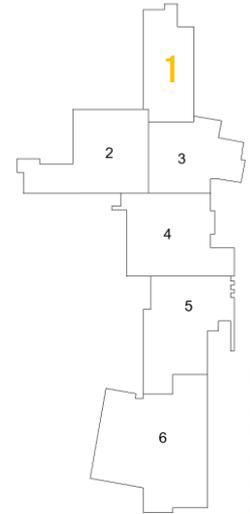
AREA 1 – SCIENCE LAB



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 1 – CLASSROOM



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE

## AREA 2 WORK ACCOMPLISHED LAST MONTH

Drywall and insulation in progress

Tape and Bed in progress

Window installation complete

Curtainwall installation complete

Pulling electrical wire and setting panels in progress

Window shroud installation is in progress

RTU's set

## AREA 2 WORK UPCOMING NEXT TWO WEEKS

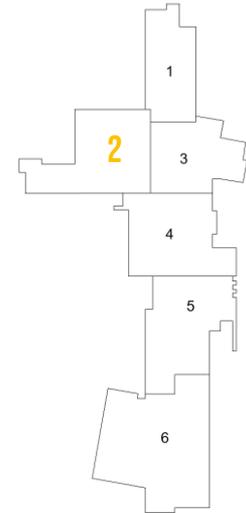
Drywall and insulation in progress

Tape and Bed in progress

Wall tile to begin in SPED

Pull fire alarm wire

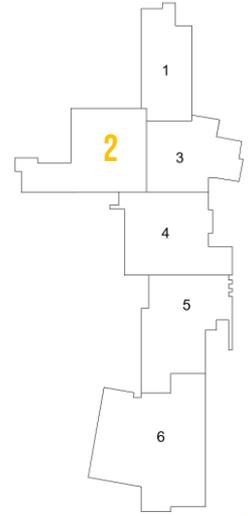
Electrical room build-out begins



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



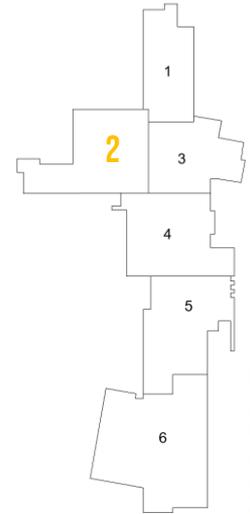
AREA 2 – EXTERIOR SPED COURTYARD



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



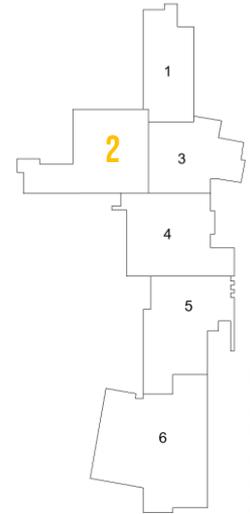
AREA 2 – EXTERIOR



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



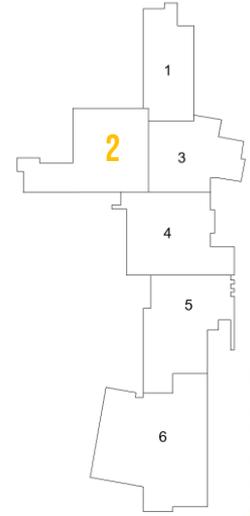
AREA 2 – SPED HALLWAY AT COURTYARD



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



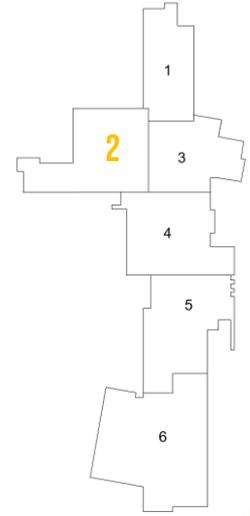
AREA 2 – SPED CLASSROOM (HIGH IMPACT GYPSUM BOARD)



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



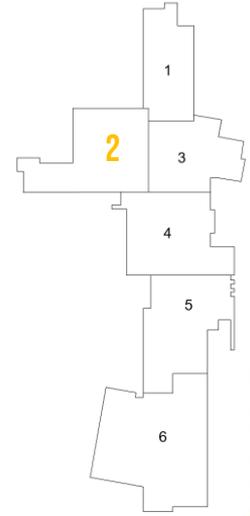
AREA 2 – WEST STAIRS



# HS PHASE 1 AND 2 - CONSTRUCTION PHASE



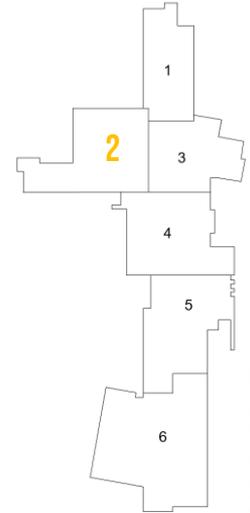
AREA 2 - HALLWAY 2<sup>ND</sup> FLOOR



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



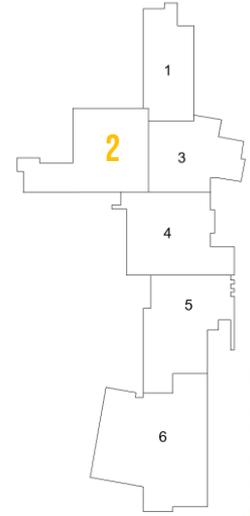
AREA 2 – 2<sup>ND</sup> FLOOR CLASSROOM



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 2 – 2<sup>ND</sup> FLOOR TEACHER LOUNGE



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE

## AREA 3 WORK ACCOMPLISHED LAST MONTH

Tape and bed are in progress.

Exterior fiber cement panels in progress

Restroom tile installation in progress

Tile installation at restrooms in progress

Set RTU's

Install window shrouds

Overhead door installed

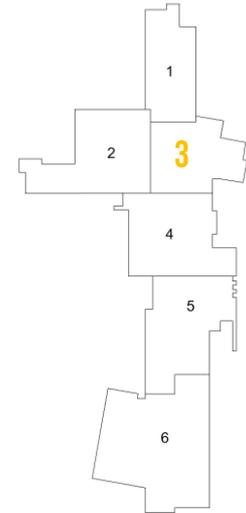
## AREA 3 WORK UPCOMING NEXT TWO WEEKS

Tape and bed in progress

Exterior fiber cement panels in progress

Install wall tile

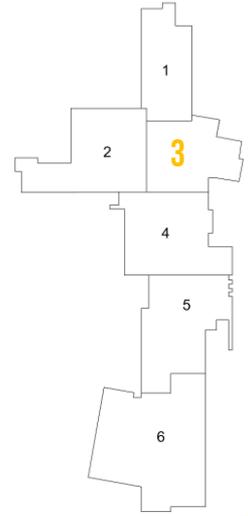
Pull fire alarm wire



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



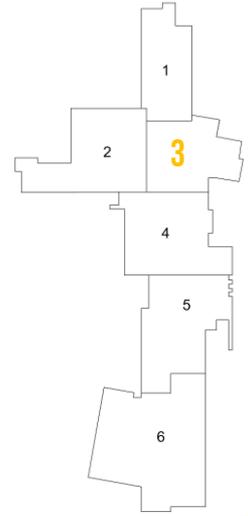
AREA 3 – PRESENTATION ROOM ENTRY



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



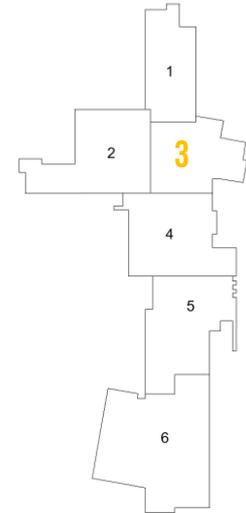
AREA 3 – RESTROOM AREA ENTRY ALCOVE



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



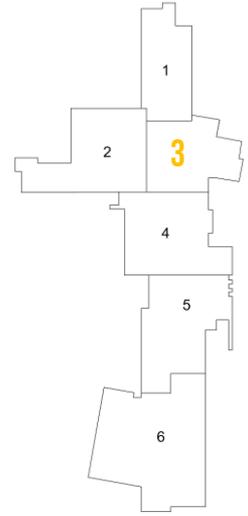
AREA 3 – RESTROOM AREA ENTRY AND RESTROOM



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



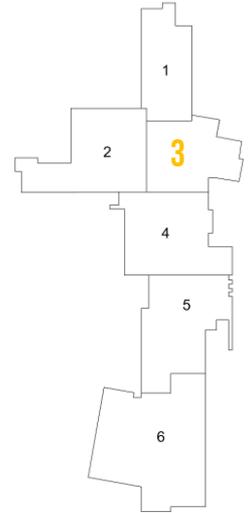
AREA 3 – VISUAL ARTS WING EXTERIOR



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



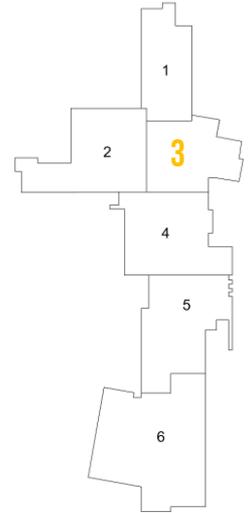
AREA 3 – VISUAL ARTS WING CLASSROOM



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 3 – VISUAL ARTS WING SCULPTURE LAB CLASSROOM



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE

## AREA 4 WORK ACCOMPLISHED LAST MONTH

Exterior wall framing and sheathing is complete

Window installation is complete

Air barrier system is complete

Curtain wall installation is in progress

Brick veneer is in progress on west side

Set RTU's

## AREA 4 WORK UPCOMING NEXT TWO WEEKS

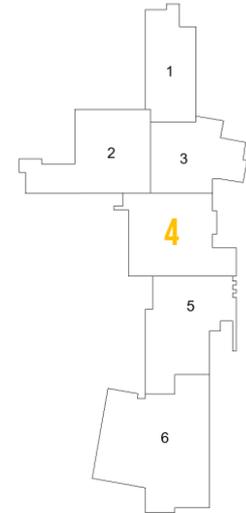
Install fire sprinkler

Curtain wall installation is in progress

Brick veneer is in progress on west side; begin east side

Patio roof installation begins

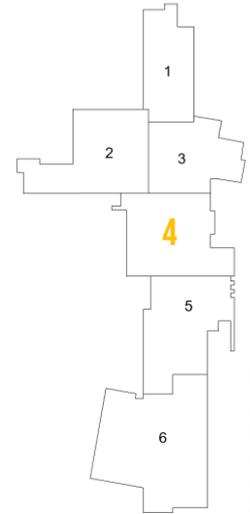
Gypsum board installation begins



# *HS PHASE 1 AND 2 – CONSTRUCTION PHASE*



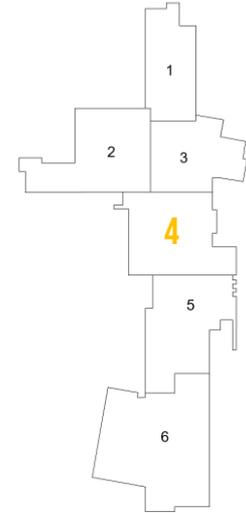
AREA 4 – WEST SIDE PATIO AREA



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



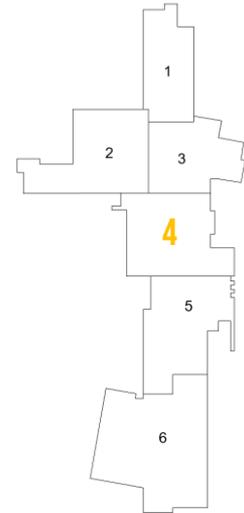
AREA 4 – PIONEER PLAZA



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



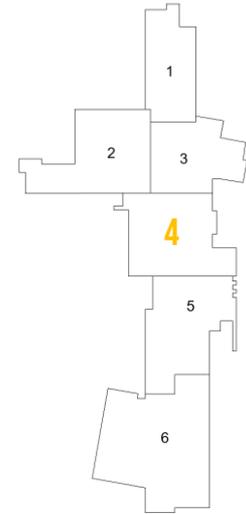
AREA 4 – STUDENT CENTER



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



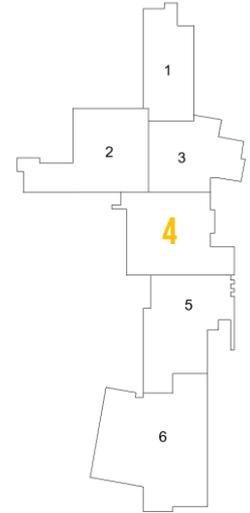
AREA 4 – STUDENT CENTER



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



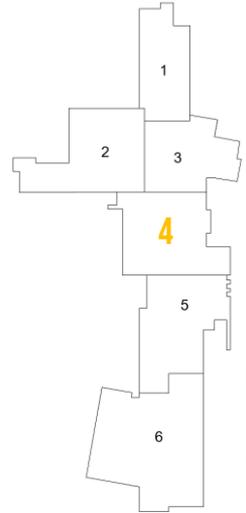
AREA 4 – STUDENT CENTER



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



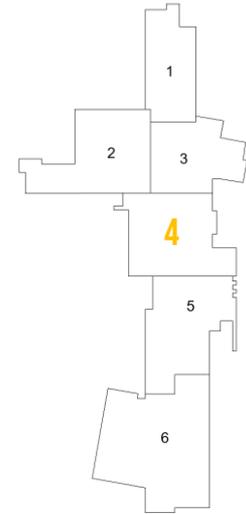
AREA 4 – SERVING LINE AREA



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



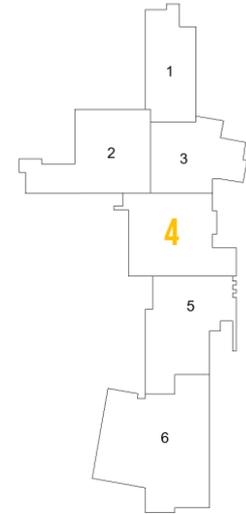
AREA 4 – SERVING LINE AREA



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



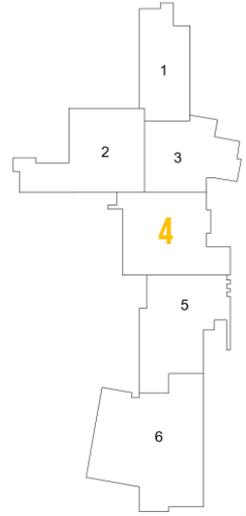
AREA 4 – FACS AREA



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 4 – MEDIA CENTER / PATIO AREA



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE

## AREA 5 WORK ACCOMPLISHED LAST MONTH

TPO roof system is complete

Brick veneer system is in progress on west side

Overhead and in-wall MEP is in progress

Electrical room build-out is in progress.

## AREA 5 WORK UPCOMING NEXT TWO WEEKS

Overhead and in-wall MEP is in progress

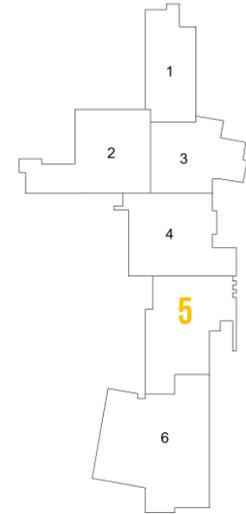
Electrical room build-out is in progress.

Interior wall framing is in progress.

Install fire sprinkler

MEP rough-in for kitchen

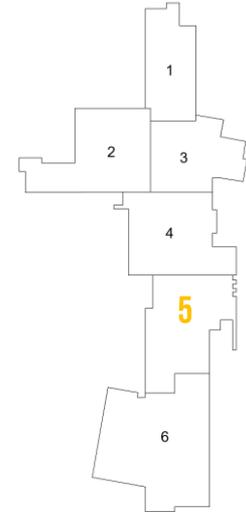
Install windows on 2<sup>nd</sup> floor to begin



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



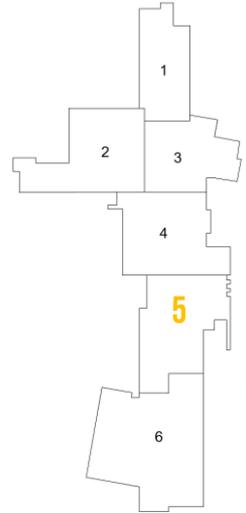
AREA 5 – EXTERIOR BRICK WEST SIDE



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



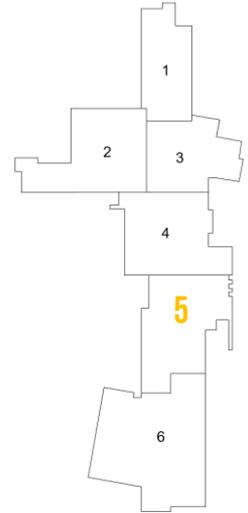
AREA 5 – SECOND FLOOR HALLWAY



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



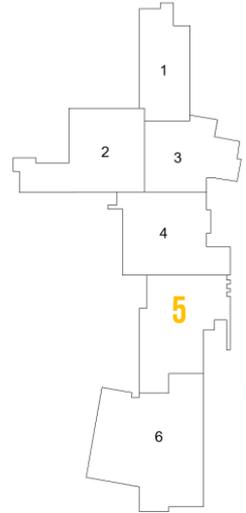
AREA 5 – SECOND FLOOR HALLWAY



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 5 – ELA CLASSROOM (2<sup>ND</sup> FLOOR)



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE

## AREA 6 WORK ACCOMPLISHED LAST MONTH

Structural decking in progress

Exterior framing and sheathing in progress

Air barrier system in progress

Overhead MEP in progress

## AREA 6 WORK UPCOMING NEXT TWO WEEKS

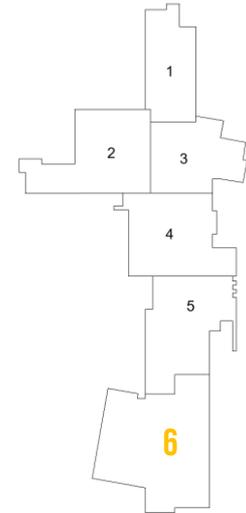
TPO roofing system to begin

Pour west slab on grade

Exterior framing and sheathing in progress

Air barrier system in progress

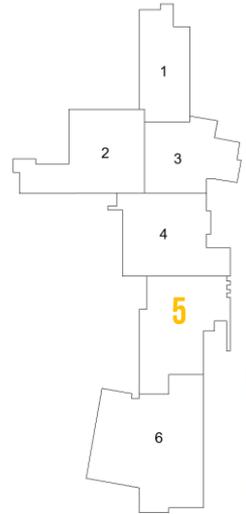
Overhead MEP in progress



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



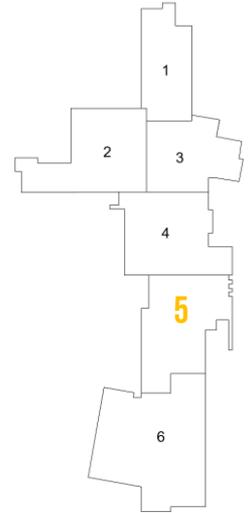
AREA 6 – PA WING STRUCTURAL FRAMING AND PRECAST WALLS



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



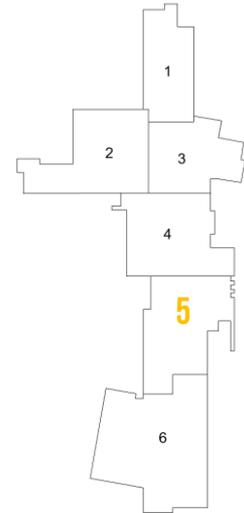
AREA 6 – PA WING STRUCTURAL FRAMING AND PRECAST WALLS



# HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 6 – SMALL BAND PRACTICE ROOM



# *HS ATHLETICS PHASE 1 DESIGN PHASE*

SPS Athletics Phase 1 improvements on the existing High School campus that include locker rooms, practice spaces, and associated supports spaces. Project is in preliminary design phase.

- SPS Athletic and Executive LRFP Committee to meet on 7/10 to finalize prioritized list of athletic program elements for upcoming August BOE review and approval for HS Athletics Phase 1 Scope of Work.
- 505 Architects Design and Construction Documentation is anticipated to begin in August.
- SPS Athletics Phase 1 is scheduled to Bid in late spring 2026 and begin construction in summer 2026.



STILLWATER PUBLIC SCHOOLS

