



STILLWATER BOARD OF EDUCATION
Tuesday, September 9, 2025

5:30 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. Recognitions
 - 4 Newly Certified Academic Language Therapist (CALT)
 - Karyn Spencer
 - Jocelyn Chapman
 - Diana Aker
 - Shannon Troxel
 - B. Superintendent's Report, Tyler Bridges
 - C. Board Communication
 - 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*
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. August 12, 2025, Special Meeting Minutes
 - B. August 12, 2025, Regular Meeting Minutes
 - C. Out of State Travel Requests:
 - **SHS Cross Country Boys and Girls** are traveling from October 3, 2025, to October 4, 2025, to Fayetteville, AR to compete competitively in the Chile Pepper Cross Country Festival.
 - **SHS Wrestling** is traveling from December 11, 2025, to December 14, 2025, to Akron-Fairlaw, OH to compete in the prestigious Walsh Ironman tournament.
 - **SHS Swim Teams** is traveling on November 20, 2025, to Fayetteville, AR for an Invitational Swim Meet.
 - **SMS Kameoka / Sister School Program** is traveling from October 11, 2025, to October 19, 2025, to Kameoka, Japan to increase the international awareness of our students about opportunities that reach far beyond our borders.
 - D. Memorandum of Understanding for Academic Credit Options-Meridian Technology Center (Supt)
 - E. Approval of the following contracts for FY 2025-2026:
 - Educational Services**
 - Care Solace (Mental Health Care Coordination)
 - Mulhall-Orlando Public Schools (Alternative Education Cooperative Agreement)
 - Oklahoma Department of Career and Technology Education (Secondary and Technology Education Program Agreement)
 - Oklahoma Department of Rehabilitation Services
 - Oklahoma State Department of Education, Public Consulting Group, and Oklahoma Health Care Authority (School-Based Health Services Program)
 - Turning Point

- F. Transfer and Summary of Activity Account Funds (Finance)
- G. Change Orders, Encumbrances and Accounts Payable (approval of encumbrance numbers as listed): (Finance)
 - 2025-2026 General Fund (11) Encumbrances #2026-11-3 – 2026-11-217 -2026-11-308 totaling \$350,131.36**
 - 2025-2026 Building Fund (21) Encumbrances #2026-21-2 totaling \$7,420.54**
 - 2025-2026 Child Nutrition Fund (22) Encumbrances #2026-22-47 - 2026-22-54 totaling \$574,530.12**
 - 2025-2026 Bond 31 Fund Encumbrances #2026-31-11 – 2026-31-19 totaling \$64,798.89**
 - 2025-2026 Bond 32 Fund Encumbrances #2026-32-25 totaling \$8,500.00**
 - 2025-2026 Bond 33 Fund Encumbrances #2026-33-148 – 2026-33-171 totaling \$63,521.86**
- H. Sanctioned Organizations Approval Packages for FY 2025-2026 (Finance)
- I. Annual Estimate of Needs (Finance)
- J. Activity Fundraising Requests (Finance)
- K. Annual Activity Fund Planning and Approval Packages (Finance)
- L. 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 (Operations)
- M. Consider and vote to approve or not approve Willowbrook, Inc. use of Owner Contingency and Allowances for the SPS Bond 2023 HS Phase I Construction Project (Operations)
- N. Consider and vote to approve or not approve the Design Review Committee for SPS HS Athletics Phase I Project (Operations)
- O. Consider and vote to approve or not approve Trafera Student Device Lease Agreement (Operations)
- 5. BUSINESS/FINANCE
 - A. Consider and Vote to Approve or Not Approve the Treasurer's Report
 - B. Receive and Approve or Not Approve the First Revised Budget
 - C. Receive Information on the Larry Allred Memorial Golf Tournament Endowment, and Possible Board Action to Move the Balance of Funds from Stillwater Public Schools to The Stillwater Public Education Foundation (SPEF)
- 6. EDUCATIONAL SERVICES
 - A. Assistant Superintendent, Angela Rhoades to present the Site Capacity Numbers (Quarterly Report for October)
- 7. OPERATIONS
 - A. Consider and vote to approve or not approve Substantial Completion of the SPS OES Phase 2 Building Renovation-Parking
 - B. Consider and vote to approve or not approve Substantial Completion of the SPS Sangre Ridge, Middle School HVAC and Roof Replacement and SPS High School PAC and Fieldhouse Mechanical Improvements and Replacements
 - C. Receive the Bond 2023 Update
- 8. OTHER REPORTS / RECOMMENDATIONS
 - A. Review and Approve or Not Approve the following updated SPS policies: (Sup)

B. FFACA	C. Administering Medication to Students
D. FFACA-E2	E. Parent/Guardian Consent and Waiver for Administration of Epinephrine Injection
F. DABD	G. Service of Legal Papers on School Grounds During School Hours
H. DBCA	I. Standards of Performance and Conduct of Teachers
J. DOAC	K. Support Personnel Suspension, Demotion, Nonrenewal, or Termination
L. FO	M. Student Discipline
- 9. Proposed Executive Session to Discuss the Following:
 - A. Proposed executive session to discuss the employment of those employees listed on attached Exhibit A. 25 O.S. Section 307(B)(1)
 - B. Evaluation of the 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).
- 10. Vote to Convene in Executive Session (**Action**)
- 11. President's Acknowledgment of the Return of the Board to Open Session
- 12. Statement of Executive Session Minutes
- 13. Consider and Vote to Approve or Not Approve the Appointments, Resignations and Employment Recommendations Listed on Exhibit A of the Agenda.
- 14. 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 on September 8, 2025, at 4:45 p.m. Notice of this regular meeting was given to the Payne County Clerk prior to December 15, 2024, and amended on August 22, 2025, at 1:00 p.m. (which meets the required ten (10) day notice to be filed to the county clerk's office to change the date, time, or location of a regular meeting. Reference: 25 O.S. 311(A); S.L.O. 533 (A)(1))

STILLWATER BOARD OF EDUCATION

A handwritten signature in cursive script that reads "Tawni Hooten".

Tawni Hooten, Clerk



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

Minutes of Special Meeting

Tuesday, August 12, 2025 5:00 PM Central

Attendance Taken at 5:03 PM.

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 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 of those employees listed on attached Exhibit A. 25 O.S. Section 307(B)(1)

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

B. Evaluation of the 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 5:04. This motion, made by Rachel Dillin and seconded by Gay Washington, Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

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

President Douglas acknowledged the Board back to open session at 6:16 p.m.

5. Statement of Executive Session Minutes

The following statement was provided by MARSHALL BAKER. The Executive Session convened at 5:03 p.m. During the Executive Session, the following people were present: Roberta Douglas, Rachel Dillin, Tim Riley, Dr. Gay Washington, Dr. Marshall Baker, Mr. Tyler Bridges

(5:03 p.m. - 6:16 p.m.), and Dr. Trent Swanson (5:03 p.m.- 5:45 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 or Not Approve the Appointments, Resignations and Employment Recommendations Listed on Exhibit A of the Agenda.

I move to approve the Appointments, Resignations and Employment Recommendations Listed on Exhibit A of the Agenda.

This motion, made by Gay Washington and seconded by Rachel Dillin, **Carried.**

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

7. Consider and Vote to Approve Stillwater Public Schools Administrator's and Principal's Salary Schedules (HR)

I move to the Approve the FY 24-25 Stillwater Public Schools Administrator's and Principals Salary Schedule as presented.

This motion, made by Marshall Baker and seconded by Tim Riley, **Carried.**

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

8. Consider and Vote to Approve or Not Approve the Stillwater Public Schools Support Salary Schedules Exempt from the Stillwater Education Support Professionals Association (SESPA) Agreement (HR)

- 1. Admin Assistant Salary Schedule**
- 2. Maintenance Salary Schedule**
- 3. Technology Salary Schedule**

I move to Approve the FY 25-26 Support Employee Stillwater Salary Schedules Exempt from the Stillwater Education Support Professionals Association (SESPA) agreement, as well as the Admin Assistant Salary, Maintenance Salary, and Technology Salary Schedules.

This motion, made by Rachel Dillin and seconded by Gay Washington, **Carried.**

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

9. Consider and Vote to Approve Stillwater Public Schools Miscellaneous Pay Scale (HR)

I Move to Approve the Stillwater Public Schools Miscellaneous Pay Scale as presented.

This motion, made by Marshall Baker and seconded by Tim Riley, **Carried.**

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

10. Consider and Vote to Approve or Not Approve the Negotiated Agreement for FY 25-26 with Stillwater Education Support Professionals Association (SESPA) (HR)

- 1. Non-Certified Employee Negotiated Agreement (Stillwater Education Support Professionals Association (SESPA))**
- 2. Support Position Levels by Category**
- 3. Support Salary Schedule**
- 4. Instructional Support Salary Schedule**

I move to Approve the Non-Certified Employee Negotiated Agreement for FY 25-26 with Stillwater Education Support Professionals Association (SESPA) as well as the Support Position Levels by Category, Support Salary, and Instructional Support Salary Schedules as presented.

This motion, made by Gay Washington and seconded by Rachel Dillin, **Carried.**

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

11. Consider and Vote to Approve or Not Approve the Memorandum of Understanding between Stillwater Education Association (SEA) and Stillwater Public Schools

I move to Approve the Memorandum of Understanding between Stillwater Education Association (SEA) and Stillwater Public Schools.

This motion, made by Marshall Baker and seconded by Gay Washington, **Carried.**

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

12. Consider and Vote to Approve or Not Approve the Master Contract for 2025-2026 with Stillwater Education Association (SEA) (HR)

I move to Approve the Master Contract for 2025-2026 with Stillwater Education Association (SEA).

This motion, made by Marshall Baker and seconded by Tim Riley, **Carried.**

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

13. Vote to adjourn (Action)

I move to adjourn at 6:22 p.m.

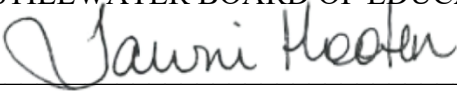
This motion, made by Rachel Dillin and seconded by Gay Washington, **Carried.**

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

STILLWATER BOARD OF EDUCATION

Ms. Roberta Douglas, President

STILLWATER BOARD OF EDUCATION



Tawni Hooten, Board & Minutes Clerk

(SEAL)

These minutes were officially approved by the Stillwater Board of Education on September 9, 2025.



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

Minutes of General Meeting

Tuesday, August 12, 2025 6:30 PM Central

Attendance Taken at 6:33 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. The 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. Addison Harmon and Laura Bennett recently participated in the FCCLA National Leadership Convention in Orlando with their advisor, Jody Webber. They were recognized by Mr. Howell, HS Principal, and a new FCCLA Advisor, Kenzlee Camp.

B. Superintendent's Report, Tyler Bridges

Mr. Bridges gave his superintendent report

C. Board Communication

The board spent a few minutes highlighting the exciting events they have been apart of and what activities are coming up in 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

The following patrons completed form BED-E and were approved to speak:
Stacy Laxton “Advocate 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. July 8, 2025 Special Meeting Minutes

B. July 8, 2025 Regular Meeting Minutes

C. July 31, 2025, Special Meeting Minutes

D. Board of Education Member Training Credit Report (Sup)

E. Review, Reading and Approval of the following policy: (Sup)

1. DO- Suspension, Dismissal, Nonreemployment of Teachers
2. DABB-Records Investigation
3. FEA-Intra District Transfers
4. FEG-Student Transfers for Children of Active Military Members
5. FNG-Personal Electronic Devices

F. Annual Handbook Review in Accordance with Board Policy BPCAB:

1. Stillwater Board of Education Member Handbook
2. Stillwater Public Schools Employee Handbook (HR)
3. Stillwater Public Schools Certified and Support Payroll Handbook (Finance)
4. Stillwater Public Schools Parent/Student Handbook (Communications)
5. Stillwater Public Schools Student Athletics Handbook (Athletics)
6. Athletic Coaches handbook (Athletics)
7. Booster/Sanctioned Organization Handbooks (Finance)

These handbooks are updated on the district website.

G. SPS Non-Exclusive Trademark License Agreement (Communications/Superintendent)

1. The Club Apparel, Megan Rodgers, Manager

H. Consider and Vote to approve District Apps (Superintendent)
Board Approved - SPS Supported (tech support included)

- Google Suite

- Canvas
- Infinite Campus
- Google Classroom
- School Messenger
- IXL
- GoGuardian
- Edgenuity/Imagine Learning

Not SPS supported (tech support not included)

- HUDL
- Sports You
- Cut Time
- Remind
- Rank One
- Facebook
- Instagram
- X (Twitter)
- GroupMe
- Text Free
- Language Line
- Talking Points

I. Transfer and Summary of Activity Account Funds

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

2025-2026 General Fund (11) Encumbrances #2026-11-3 – 2026-11-97, 2026-11-103, 2026-11-128 - 2026-11-133, 2026-11-154, 2026-11-160 - 2026-11-216

Totaling \$375,679.56

2025-2026 Child Nutrition Fund (22) Encumbrances #2026-22-30, 2026-22-41 – 2026-22-46

Totaling \$1,094,856.82

2025-2026 Bond 31 Fund (31) Encumbrances #2026-31-1 – 2026-31-3 – 2026-31-10

Totaling \$246,319.82

2025-2026 Bond 32 Fund (32) Encumbrances #2026-32-2 – 2026-32-24

Totaling \$5,789,526.79

2025-2026 Bond 33 Fund (33) Encumbrances #2026-33-112 – 2026-33-147

Totaling \$348,366.91

K. Sanctioned Organizations Approval Packages for FY 2025-2026

L. Approval of the FY 2025–2026 Contracts:
Educational Services

1. ACT WorkKeys
2. Oklahoma State University School of Kinesiology, Applied Health and Recreation
3. Parchment
4. Ripley Public Schools Alternative Education Cooperative Agreement
5. Shelby Healthcare

M. 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 - Operations

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

O. Consider and Vote to Approve or Not Approve an Architectural and Engineering Design Assistance Professional Services Agreement with 505 Architects - Operations

P. Consider and Vote to Approve or Not Approve Service Order No. 29 for SPS Bond 2023 High School Phase I Project – Operations

I move to approve the Consent Agenda as presented.

This motion, made by Tim Riley and seconded by Gay Washington, **Carried.**

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

5. BUSINESS/FINANCE

A. Consider and Vote to Approve the Treasurer's Report (Action)

I move to approve the Treasurer's report as presented. This motion, made by Rachel Dillin and seconded by Tim Riley, Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

6. OPERATIONS

A. Receive Chase Morris Sudden Cardiac Arrest Site Plans

Bo Gamble, Assistant Superintendent presented the Chase Morris Sudden Cardiac Arrest Site Plans to the board.

B. Receive Stillwater Public Schools Critical Incident Management Plan

Bo Gamble, Assistant Superintendent presented the SPS Critical Incident Management Plan to the board.

C. Consider and Vote to Approve or Not Approve Certificate of Substantial Completion for SPS OES Building Renovation Phase 2 project

I move to approve the Certificate of Substantial Completion for SPS OES Building Renovation Phase 2 project as presented.

This motion, made by Gay Washington and seconded by Marshall Baker, **Carried.**

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

D. Consider and Vote to Approve or Not Approve Stillwater Public School Long-Range Facility Planning Executive Committee recommendation for the SPS High School Athletics Phase I Project

I move to approve the Stillwater Public School Long-Range Facility Planning Executive Committee recommendation for the SPS High School Athletics Phase I Project Plan presented with a budget of \$22.5 million as presented.

This motion, made by Marshall Baker and seconded by Tim Riley, **Carried.**

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

E. Consider and Vote to Approve or Not Approve an Amendment to SO 07 for Professional Services with 505 Architects for SPS High School Athletics Phase I Project

I move to Approve an Amendment to SO 07 for Professional Services with 505 Architects for SPS High School Athletics Phase I Project.

This motion, made by Gay Washington and seconded by Rachel Dillin, **Carried.**

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

F. Bond 2023 Update

Bo Gamble, Assistant Superintendent presented the Bond 2023 update to the board.

7. ADJOURNMENT

A. Vote to Adjourn (Action)

I move to adjourn at 8:05 p.m.

This motion, made by Tim Riley and seconded by Rachel Dillin, **Carried.**

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

STILLWATER BOARD OF EDUCATION

Ms. Robert Douglas, President

STILLWATER BOARD OF EDUCATION


Tawni Hooten, Board & Minutes Clerk

(SEAL)

These minutes were officially approved by the Stillwater Board of Education on September 9, 2025.



STILLWATER PUBLIC SCHOOLS

OUT-OF-STATE TRAVEL APPLICATION

Instructions: The sponsor requesting out-of-state travel should complete this application in full one month in advance of the trip. A complete itinerary along with any other pertinent information should accompany this application. The sponsor should also have full knowledge that this application must have administrative and Board of Education approval before travel may commence.

The following criteria will be used in approving out-of-state travel:

1. Funding availability
2. Time and effort required to raise funds
3. Benefit of the program
4. Success at state contests
5. School time to be missed
6. Other reasons for justification of trip, i.e. lack of state competition, etc.

All travel must comply with Policy EFD of the Stillwater Public Schools Policies and Procedures manual regarding out-of-state field trips.

Application Date: 06/10/2025	Building: SHS	Sponsor Name: Doug Klepper	Organization Requesting Travel: SHS Cross Country - Boys and Girls
Date(s) of Travel: 10/3-10/4/2025	Number of Students Traveling: 40	Destination: Fayetteville, AR	
Purpose of Travel: List the purpose of the trip and how students will benefit from the travel. Racing in the Chile Pepper Cross Country Festival - Teams from multiple states (OK, AR, MO, KS, TX and others) compete and well as several colleges in various divisions. It is a great atmosphere, fast course, and competitive race.			
Method of Transportation (vehicles, drivers, bus companies, etc.): One SPS Bus (Paul Grant - driver) and one SPS SUV (Doug Klepper - driver)			
Lodging (hotels, etc): Please provide name and address of hotels, etc. TBD			
Supervision: Give a list of people (school personnel or parents) who have committed to serve as sponsors for this trip.			
1. Paul Grant	2. Doug Klepper	3.	
4.	5.	6.	
7.	8.	9.	
Organizational History: What recent (five years or fewer) trip(s) has this organization taken out-of-state? Chile Pepper Festival - 2022 and 2023			

OUT-OF-STATE TRAVEL APPLICATION FUNDING INFORMATION

Instructions: The table below should include total costs in all categories including the cost of fuel, driver that will be reimbursed to the district. Please provide an answer to all questions or information sought below the table. If not applicable, please indicate using N/A.

Sources of Funds

Projected Costs		General Fund	Activity Fund	Booster	Individual	Other
Ground Transportation / Gas	\$		400			
Ground Transportation / Driver	\$		450			
Ground Transportation / Other	\$		140			
Air Transportation	\$					
Lodging	\$			2500		
Food	\$			200		
Registration	\$		400			
Other – Explain Tolls	\$		15			

Are scholarships provided for students needing financial assistance? Yes No

If answer is yes, what is source of funding for scholarship? _____


If answer is no, provide reason. Cross Country Booster Club will cover add'l costs, including lodging

Sponsor: Before travel may occur, emergency release forms for each student must be on file along with a complete travel roster and itinerary in the Stillwater Public Schools Activities Office. Itineraries should also be provided to each parent before departure.

Sponsor Signature

Date

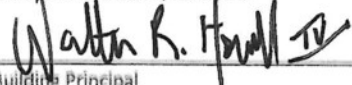
APPROVALS



Director of Athletics/Activities

7/21/25

Date



Building Principal

09/19/25

Date



Director of Transportation

Date



Superintendent

08/19/2025

Date

**OUT-OF-STATE TRAVEL APPLICATION
TRIP ITINERARY**

Date:	Itinerary:
Fri 10/3/2025	11:00 am Dismiss from class and load bus
	11:30 am Depart SHS
	3:00 pm Arrive Fayetteville/Cross Country Course for check-in and course preview
	5:00 pm Arrive at Hotel - Dinner to follow
Sat 10/4/2025	6:30 am Depart for Course
	8:45 am Varsity Races begin
	12:45 pm JV Races begin
	2:00 pm Depart for lunch and return to Stillwater
	6:00 pm Arrive at SHS



STILLWATER PUBLIC SCHOOLS

OUT-OF-STATE TRAVEL APPLICATION

Instructions: The sponsor requesting out-of-state travel should complete this application in full one month in advance of the trip. A complete itinerary along with any other pertinent information should accompany this application. The sponsor should also have full knowledge that this application must have administrative and Board of Education approval before travel may commence.

The following criteria will be used in approving out-of-state travel:

1. Funding availability
2. Time and effort required to raise funds
3. Benefit of the program
4. Success at state contests
5. School time to be missed
6. Other reasons for justification of trip, i.e. lack of state competition, etc.

All travel must comply with Policy EFD of the Stillwater Public Schools Policies and Procedures manual regarding out-of-state field trips.

Application Date: 8/21/25	Building: SHS	Sponsor Name: Kyle	Organization Requesting Travel: SHS Wrestling
Date(s) of Travel: Dec. 11-14, 2025		Number of Students Traveling: 10	Destination: Akron-Fairlawn, OH
Purpose of Travel: List the purpose of the trip and how students will benefit from the travel. The trip is to compete in the prestigious Walsh Ironman tournament. Success in this event leads directly to scholarship opportunities for wrestling after high school.			
Method of Transportation (vehicles, drivers, bus companies, etc.): Flights and rental cars driven by wrestling staff.			
Lodging (hotels, etc): Please provide name and address of hotels, etc. Hampton Inn Akron-Fairlawn 80 Springside Dr Akron, OH 44333			
Supervision: Give a list of people (school personnel or parents) who have committed to serve as sponsors for this trip.			
1. Ethan Kyle	2. Cody Stites	3. Jodie Wilson	
4.	5.	6.	
7.	8.	9.	
Organizational History: What recent (five years or fewer) trip(s) has this organization taken out-of-state? This will be the fourth consecutive trip we've made to this event.			

OUT-OF-STATE TRAVEL APPLICATION FUNDING INFORMATION

Instructions: The table below should include total costs in all categories including the cost of fuel, driver that will be reimbursed to the district. Please provide an answer to all questions or information sought below the table. If not applicable, please indicate using N/A.

Sources of Funds

Projected Costs		General Fund	Activity Fund	Booster	Individual	Other
Ground Transportation / Gas	\$ 150			✓		
Ground Transportation / Driver	\$					
Ground Transportation / Other	\$ 500			✓		
Air Transportation	\$ 3500			✓		
Lodging	\$ 3500			✓		
Food	\$ 1000			✓		
Registration	\$ 700			✓		
Other – Explain	\$			✓		

Are scholarships provided for students needing financial assistance? Yes No

If answer is yes, what is source of funding for scholarship? _____

If answer is no, provide reason. All costs are covered for the student-athletes

Sponsor: Before travel may occur, emergency release forms for each student must be on file along with a complete travel roster and itinerary in the Stillwater Public Schools Activities Office. Itineraries should also be provided to each parent before departure.

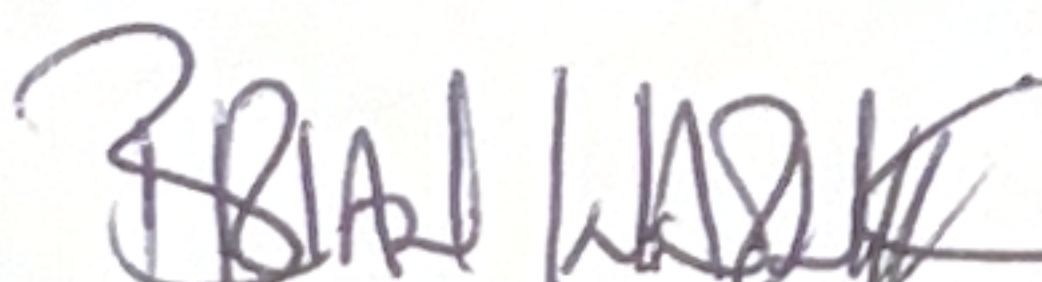


Sponsor Signature

8-21-25

Date

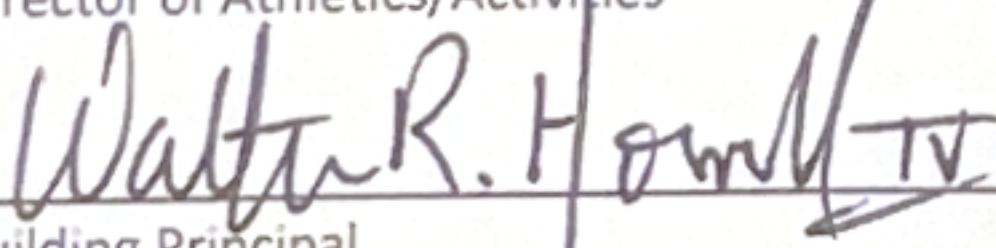
APPROVALS



Director of Athletics/Activities

8/22/25

Date



Building Principal

08/21/2025

Date



Director of Transportation

8/25/025

Date

Superintendent

Date

**OUT-OF-STATE TRAVEL APPLICATION
TRIP ITINERARY**

Date:	Itinerary:
12/11/25	6am Depart Stillwater Airport, 12:30pm arrive in Cleveland and drive to hotel
12/12-13/25	Shuttle from hotel to venue for all-day competition; meals provided
12/14/25	9:30am Depart Cleveland, 1:50pm arrive in Stillwater



STILLWATER PUBLIC SCHOOLS

OUT-OF-STATE TRAVEL APPLICATION

Instructions: The sponsor requesting out-of-state travel should complete this application in full one month in advance of the trip. A complete itinerary along with any other pertinent information should accompany this application. The sponsor should also have full knowledge that this application must have administrative and Board of Education approval before travel may commence.

The following criteria will be used in approving out-of-state travel:

1. Funding availability
2. Time and effort required to raise funds
3. Benefit of the program
4. Success at state contests
5. School time to be missed
6. Other reasons for justification of trip, i.e. lack of state competition, etc.

All travel must comply with Policy CN of the Stillwater Public Schools Policies and Procedures manual regarding out-of-state field trips.

Application Date:	Building:	Sponsor Name:	Organization Requesting Travel:
8/6/25	SMS	JAKE EHRLICH	KAMEOKA / SISTER SCHOOL PROGRAM
Date(s) of Travel:	Number of Students Traveling:		Destination:
OCT 11-OCT 19	7		KAMEOKA, JAPAN
Purpose of Travel: List the purpose of the trip and how students will benefit from the travel.			
TO INCREASE THE INTERNATIONAL AWARENESS OF OUR STUDENTS, OPENING THEIR EYES AND MINDS TO OPPORTUNITIES THAT REACH FAR BEYOND OUR BORDERS.			
Method of Transportation (vehicles, drivers, bus companies, etc.):			
PLANE - AMERICAN AIRLINES			
Lodging (hotels, etc): Please provide name and address of hotels, etc.			
ROUTE INN, KAMEOKA JAPAN			
Supervision: Give a list of people (school personnel or parents) who have committed to serve as sponsors for this trip.			
1. JAKE EHRLICH	2. KATIE GENEVRO	3. MOTT ELLIOTT	
4.	5.	6.	
7.	8.	9.	
Organizational History: What recent (five years or fewer) trip(s) has this organization taken out-of-state?			
WE TRAVELED TO KAMEOKA LAST OCTOBER (2024)			

OUT-OF-STATE TRAVEL APPLICATION FUNDING INFORMATION

Instructions: The table below should include total costs in all categories including the cost of fuel, driver that will be reimbursed to the district. Please provide an answer to all questions or information sought below the table. If not applicable, please indicate using N/A.

Sources of Funds

Projected Costs		General Fund	Activity Fund	Booster	Individual	Other
Ground Transportation / Gas	\$ 0					
Ground Transportation / Driver	\$ 0					
Ground Transportation / Other	\$ 0					
Air Transportation	\$ 17,807.10			✓		
Lodging	\$ 2,227.31			✓		
Food	\$ 500.00			✓		
Registration	\$					
Other – Explain CELL PHONE	\$ 360.00			✓		

Are scholarships provided for students needing financial assistance? Yes No

If answer is yes, what is source of funding for scholarship? WE ARE RAISING ALL THE FUNDS

If answer is no, provide reason. WE ARE RAISING ALL THE FUNDS.

Sponsor: Before travel may occur, emergency release forms for each student must be on file along with a complete travel roster and itinerary in the Stillwater Public Schools Activities Office. Itineraries should also be provided to each parent before departure.

Sponsor Signature 

Date 8/6/25

 APPROVALS
Director of Athletics/Activities

Date 9/8/25

Building Principal _____

Date _____

Director of Transportation _____

Date _____

Superintendent _____

Date _____

OUT-OF-STATE TRAVEL APPLICATION FUNDING INFORMATION

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Sponsor Signature 

Date 8/6/25

APPROVALS

Director of Athletics/Activities _____

_____ Date

Building Principal  _____

_____ Date

Director of Transportation _____

_____ Date

Superintendent _____

_____ Date

OUT-OF-STATE TRAVEL APPLICATION FUNDING INFORMATION

Instructions: The table below should include total costs in all categories including the cost of fuel, driver that will be reimbursed to the district. Please provide an answer to all questions or information sought below the table. If not applicable, please indicate using N/A.

Sources of Funds

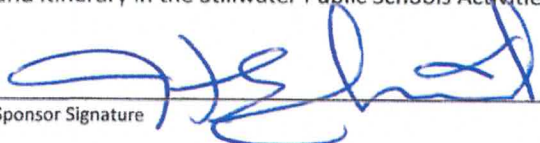
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Sponsor Signature 

Date 8/6/25

APPROVALS

Director of Athletics/Activities _____

Date _____

Building Principal 

Date 9/8/2025

Director of Transportation _____

Date _____

Superintendent _____

Date _____

**OUT-OF-STATE TRAVEL APPLICATION
TRIP ITINERARY**

Date:	Itinerary:
OCT 11	DEPART FROM STILLWATER
OCT 12	TRAVEL OVERNIGHT ON AIRPLANE
OCT 13	MEET HOST FAMILIES - GO HOME WITH HOST FAMILIES
OCT 14	<ul style="list-style-type: none"> ◦ WELCOME ASSEMBLY AND RECEPTION FOR DELEGATION ◦ ATTEND CLASSES AT TAISEI JUNIOR HIGH.
OCT 15	<ul style="list-style-type: none"> ◦ ATTEND CLASSES AT TAISEI JUNIOR HIGH. ◦ SIGHT SEEING ACTIVITIES IN KAMEOKA
OCT 16	SAME AS OCT 15
OCT 17	SAME AS OCT 15
OCT 18	FREE TIME WITH HOST FAMILIES
OCT 19	DEPART FOR HOME



Memorandum of Understanding for
Academic Credit Options

The Stillwater Public Schools Board of Education has approved the transcription of mathematics, science, and computer science credit options taught at Meridian Technology Center. The Oklahoma Department of Career and Technology Education and the Oklahoma State Department of Education set guidelines for courses that may be used at the technology center for public school academic credit. Meridian Technology Center follows those guidelines as set forth by both agencies. The approval to utilize the academic credit options at Meridian Technology Center for high school graduation credit was approved by the Board of Education on:

September 9th, 2025.

School Official Signature: _____

Position: Board President

Date of Signature: 9-9-25



MERIDIAN TECHNOLOGY CENTER

August 12, 2025

Mr. Tyler Bridges
Stillwater Public Schools
314 Lewis St
Stillwater, OK 74074

Dear Mr. Bridges,

I hope you are off to a great start for a successful school year.

The attached form is a Memorandum of Understanding with our partner school districts concerning the academic credit options provided at Meridian Technology Center. As a requirement of the Oklahoma State Department of Education's Accreditation Department, Meridian Technology Center is required to have documentation available from our sending school's local board approving mathematics, science, and computer science course to be counted for graduation credits.

All of Meridian Technology Center's programs meet the qualifications for the CORE curriculum outlined in SB1370. Meridian courses used to satisfy the CORE curriculum graduation requirements count only for high school graduation and may not meet college admission requirements or Oklahoma's Promise eligibility requirements.

Under the new graduation requirements outlined by HB3278, Meridian's full-time programs may count toward a third math credit, a fourth math credit, a third computer science credit, or a third science credit (though not in the same year). Students must attend Meridian for one year to earn a single credit. To earn both a math and a computer science/science credit, students must attend for two years. While the new graduation requirements must be used for students enrolling in the 8th grade this year (students enrolling as 8th graders this year will no longer have CORE as an option), schools do have the option to "early-adopt" the new standards for existing high school students.

Please complete the enclosed Memorandum of Understanding (MOU) and return the original to me at your earliest convenience.

Also enclosed you will find 2025-26 Unit Transcribing Options and Codes containing a list of courses, including OCAS codes, for students needing academic credit.

Sincerely,

Douglas R. Major, Ed.D.
Superintendent/CEO

1312 South Sangre Road
Stillwater, Oklahoma 74074-1899

Tel: (405) 377-3333
Fax: (405) 377-9604

www.meridiantech.edu



STILLWATER PUBLIC SCHOOLS

STILLWATER BOARD OF EDUCATION

PREPARED BY: Dr. Angela Rhoades, Assistant Superintendent
APPROVED BY: Mr. Tyler Bridges, Superintendent
DATE: September 9, 2025

AGENDA ITEM:

Educational Services FY 2025-2026 Contracts and Agreements:

- 1) Care Solace (Mental Health Care Coordination)
- 2) Mulhall-Orlando Public Schools (Alternative Education Cooperative Agreement)
- 3) Oklahoma Department of Career and Technology Education (Secondary and Technology Education Program Agreement)
- 4) Oklahoma Department of Rehabilitation Services (Transition School-to-Work Work Study Agreement)
- 5) Oklahoma State Department of Education, Public Consulting Group, and Oklahoma Health Care Authority (School-Based Health Services Program)
- 6) Turning Point Ranch Foundation (Therapeutic Horseback Riding Program Agreement)

BOARD ACTION REQUESTED:

Motion to Approve Contracts for 2025-2026.

BACKGROUND INFORMATION:

NEW Contracts & Agreements:

Renewal Contracts & Agreements:

Annual Renewal - Existing Contract, Funded by Opioid Abatement Grant

1) Care Solace Mental Health Care Coordination

This is the second year our district has partnered with Care Solace to provide coordinated access to mental health services for students, families, and staff. The renewal proposal includes several enhancements to our current agreement at no additional or reduced cost. Renewing Care Solace ensures our district maintains and expands a proven resource that supports the well-being of our students, staff, and families. Cost is \$14,250.00. This contract is valid from September 10, 2025, through June 30, 2026. No changes from the previous year.

Annual Renewal - Existing Contract, No Cost to SPS

2) Mulhall-Orlando Public Schools Alternative Education Cooperative Agreement

Stillwater Public Schools will serve as the Local Education Affiliate to provide alternative education for Mulhall-Orlando Public Schools. Students must meet the SDE definition of "at-risk" student and follow the

intake and interview process for admittance. There is no cost for SPS associated with this agreement. In serving as LEA, SPS will receive the SDE allocation for Mulhall-Orlando Public Schools for serving these students. The students will count in SPS' enrollment. This contract is valid from September 10, 2025, through June 30, 2026. No changes from the previous year.

Annual Renewal - Existing Contract, No Cost to SPS

3) Oklahoma Department of Career and Technology Education Secondary and Technology Education Program Agreement

This is the traditional contract with the State Department of CareerTech. It outlines the programs, services, teachers, dual credit opportunities, pathways, and reporting requirements between our two entities. This contract is valid from September 10, 2025, through June 30, 2026. No changes from the previous year.

Annual Renewal - Existing Contract, Funded by Project 618

4) Oklahoma Department of Rehabilitation Services

Student work study, SWS, is a program of the Department of Vocational Rehabilitation. SPS allows students to be hired by the school district to complete an internship on site or in the community. The Department of Voc-Rehab will then reimburse the district for the amount that was paid to the student. This contract is valid from September 10, 2025, through June 30, 2026. No changes from the previous year.

Annual Renewal - Existing Contract, No Cost to SPS

5) Oklahoma State Department of Education, Public Consulting Group, and Oklahoma Health Care Authority School-Based Health Services Program

The contract between SPS, OSDE, and PCG allows the district to receive reimbursement for medically eligible services that are provided by a student's IEP. This participation is divided into two programs: Fees for Services (FFS) and OK - MAC administrative reimbursement. Speech Language Pathologists are using Ed Plan to file Medicaid claims. We are getting partially reimbursed for these services. Over the length of this contract, our goal is also to include our school psychologist. The OK-MAC program utilizes time sampling of identified staff and utilizes that data to determine a reimbursement rate. Last year, the district received \$46,000 for participating in the FFS program of this contract. The district also received \$40,000 for participating in the administrative reimbursement component of this program. The FFS program does include fees to OSDE and PCG. The number provided in this description indicates the funds that were provided to the district once those fees have been paid. This contract is valid from July 1, 2025, through June 30, 2026. No changes from the previous year.

Annual Renewal - Existing Contract, Special Service Activity Fund

6) Turning Point Therapeutic Horseback Riding Program Agreement

Turning Point agrees to work with Stillwater Public Schools create and administer the program in a manner appropriate for each designated student and in accordance with the North American Riding for Handicapped Associate "NARHA" guidelines, to provide at least one instructor certified by NARHA to supervise each horseback riding session and to assign and provide one adult to act as leader and one adult to serve as side-walkers for each student during each horseback riding session. Said services will be provided at the rate of \$400.00 per day, not to exceed ninety days or \$5,000. This contract is valid from September 10, 2025, through June 30, 2026.

AMENDMENT TO ADD SERVICES AND RENEW SERVICE AGREEMENT

This amendment to add Services and renew the Service Agreement (the “**Amendment**”) is effective as of September 10, 2025, between Stillwater Public Schools, an Oklahoma public school district (hereinafter “**School District**”), and Care Solace, Inc., a Delaware corporation (hereinafter “**Care Solace**”). School District and Care Solace may be referred to individually as “**Party**,” or collectively as “**Parties**.”

RECITALS

WHEREAS, School District and Care Solace have entered into a Service Agreement dated May 14, 2024, with a current term from May 15, 2024, through June 30, 2025, and a grace period through September 9, 2025, pursuant to Paragraph 13 thereof (the “**Service Agreement**”); and

WHEREAS, the Parties agree that they wish to add Services and renew the Service Agreement for a term beginning on September 10, 2025 and continuing through June 30, 2026 (the “**Renewal Term**”); and

WHEREAS, the Parties agree that it is their mutual intention by execution of this Amendment that the Service Agreement and any addenda or amendments thereto shall be hereby amended and renewed in full for the Renewal Term, subject to the revisions expressly set forth herein, and that the Service Agreement and any addenda or amendments, as modified by this Amendment, shall be binding upon the Parties.

NOW, THEREFORE, in consideration of the matters described above and of the mutual benefits and obligations set forth in the Service Agreement and any addenda or amendments thereto, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

A. Additional Service Agreement Terms

The Parties hereby agree that the below referenced additional terms shall be incorporated into the Service Agreement and shall be binding upon the Parties:

1.5 Social Services Care Coordination: Care Solace will provide the following care coordination services for referrals to community-based social services:

1.5.1 Care Solace shall facilitate a screening and referral process for social services whereby School District staff provide Care Solace with contact information of a student in need of social services such as free or reduced-cost dental care, medical services, housing, food, etc., available through community providers/organizations (hereinafter, the “**Community-Based Social Services**”).

1.5.2 Care Solace shall also provide students' families in need of social services with telephone and email access to a social services coordinator. The social services coordinators are experienced in customer service and are trained to navigate the social services system and community-based resources. The social services coordinators are not licensed mental health or social services professionals and do not diagnose, assess or evaluate. No professional, fiduciary, or

other special legal relationship is formed by a social services coordinator's recommendation of social services to an Authorized User. The social services coordinators are not a crisis response team. The social services coordinators are available to work directly with students' families to connect them with Community-Based Social Services. Social services coordinators are available 24 hours per day, 7 days per week.

1.5.3 Care Solace connects Authorized Users with Community-Based Social Services based on criteria that may include but not be limited to geographic proximity, socio-economic status, whether the social services provider provides services on a reduced-cost or cost-free basis, and, in the case of housing/shelter, whether the social services provider provides services to persons of specific ages and/or genders. Care Solace will use reasonable efforts to confirm that each social service provider it refers to Authorized Users is an appropriate fit for each Authorized User's individual needs. The information available on social services providers through the verification process may vary significantly.

1.6 Student Electronic Health Record Services. Care Solace shall provide its student electronic health record ("EHR") Services as a software-as-a-service offering, through which School District and its Authorized Users will have access to "Student Services Information Management" Services. Care Solace will facilitate the creation, maintenance, and sharing of EHR and information relating to School District-enrolled students and mental health or other student health care provided to such students by School District and its employees, agents, and contractors.

1.6.1 Compliance with Laws. Care Solace and School District agree to comply with all applicable federal and state data privacy laws and requirements, which may include, without limitation, the Student Online Personal Information Protection Act, California Business & Professions Code § 22584 ("SOPIPA"); the Children's Online Privacy Protection Act, 15 U.S.C. §§ 6501-6506 ("COPPA"); the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. Part 99 ("FERPA"); the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"); the Health Information Technology for Economic and Clinical Health Act ("HITECH"); regulations promulgated thereunder including, without limitation, 45 C.F.R. Parts 160 and 164, and as may be amended from time to time; and the California Medical Information Act ("CMIA").

1.6.2 Compliance with Laws. The Service Agreement and its Amendments shall be construed in accordance with federal and state laws, including Medicare and Medi-Cal program requirements, federal and state rules, regulations, and interpretations thereof, and administrative requirements, guidance, and Advisory Opinions by the Office of the Inspector General and the Centers for Medicare and Medicaid Services of the Department of Health and Human Services (collectively, "Rules and Regulations"). In the event there is a change in any such Rules and Regulations as referenced herein that renders any of the material terms of the Service Agreement unlawful or unenforceable, including any services rendered, or compensation to be paid, either Party shall have the right to initiate renegotiation of the affected term or terms of the Service Agreement upon notice to the other Party to remedy such condition. Should the Parties be unable to renegotiate the term or terms so as to remain in compliance with the Rules and Regulations within thirty (30) days of the date on which notice is given, then either Party shall be entitled to immediately terminate the Service Agreement.

11.3 A Renewal Term of this Agreement will begin on September 10, 2025, and continue through June 30, 2026. Pursuant to Paragraph 10, this Agreement will then renew automatically for one-year terms (hereinafter, each a “**Renewal Term**”) on July 1st of each year (hereinafter, the “**Renewal Date**”).

Notwithstanding anything to the contrary in Paragraph 11.2, for the grace period term and Renewal Term through June 30, 2026, School District will pay \$14,250 to Care Solace on or around September 10, 2025, and for each Renewal Term thereafter, School District will pay \$14,250 to Care Solace on or around the Renewal Date for that Renewal Term. For the additional Community-Based Social Services care coordination Services and the additional student EHR Services, there is no additional cost to School District.

B. Incorporation of Service Agreement Terms and Conditions

Other than the Additions set forth in Section A above, the Service Agreement and any addenda or amendments thereto are incorporated here by this reference as though fully set forth herein and the Parties agree that all of the Terms and Conditions of the Service Agreement are in effect during the Renewal Term.

SIGNATURES ON NEXT PAGE – REMAINDER OF PAGE INTENTIONALLY BLANK

IN WITNESS WHEREOF the Parties hereto have executed this Amendment as of the date first set above.

Care Solace, Inc. ("Care Solace")

Printed Full Name: Anita Ward

Title: Chief Growth Officer

Anita Ward

Signature: _____

Date: 09-03-2025

Stillwater Public Schools ("School District")

Printed Full Name: _____

Title: _____

Signature: _____

Date: _____

BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement (“**Agreement**”), dated and effective as of July 1, 2025 (“**Effective Date**”), is by and between Stillwater Public Schools, an Oklahoma public school district (hereinafter “**School District**” or “**Covered Entity**”), and Care Solace, Inc., a Delaware corporation (hereinafter “**Care Solace**” or “**Business Associate**”). School District and Care Solace may be referred to individually as “**Party**,” or collectively as “**Parties**.”

RECITALS

WHEREAS, the Parties have entered into a business relationship whereby Business Associate has been engaged to provide certain services to Covered Entity pursuant to a separate agreement (the “**Services Agreement**”), and Business Associate receives, has access to, creates, maintains, or transmits protected health information in order to provide those services;

WHEREAS, Covered Entity and Business Associate intend to protect the privacy and provide for the security of protected health information disclosed to Business Associate in compliance with the Health Insurance Portability and Accountability Act of 1996 (“**HIPAA**”); the Health Information Technology for Economic and Clinical Health Act (“**HITECH**”); regulations promulgated thereunder including, without limitation, 45 C.F.R. Parts 160 and 164, and as may be amended from time to time; the California Medical Information Act (“**CMIA**”) to the extent the CMIA is not preempted by HIPAA or HITECH; and other applicable data privacy and security laws and regulations (collectively the “**Privacy and Security Regulations**”);

WHEREAS, in accordance with the Privacy and Security Regulations, Covered Entity and Business Associate are required to enter into a contract containing specific requirements as set forth in the Privacy and Security Regulations; and

NOW, THEREFORE, in consideration of the foregoing, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

1. DEFINITIONS

Terms used in this Agreement that are specifically defined in the Privacy and Security Regulations shall have the same meaning as set forth in those laws. A change to the Privacy and Security Regulations which modifies any HIPAA-defined term or which updates the citation for the definition shall be deemed incorporated into this Agreement.

1.1 “**Breach**” means the unauthorized acquisition, access, use, or disclosure of PHI which compromises the security or privacy of such information, except where an unauthorized person to whom such information is disclosed would not reasonably have been able to retain such information. The term “breach” does not include the exceptions described in 45 C.F.R. § 164.402(1).

1.2 “**Business Associate**” has the meaning given to such term under HIPAA, including, but not limited to, 45 C.F.R § 160.103.

1.3 “**Covered Entity**” has the meaning given to such term under HIPAA, including, but not limited to, 45 C.F.R § 160.103.

1.4 “**Data Aggregation**” has the meaning given to the term under HIPAA, including, but not limited to, 45 C.F.R. § 164.501.

1.5 “**Designated Record Set**” has the meaning given to the term under HIPAA, including, but not limited to, 45 C.F.R. §164.501.

1.6 “**HITECH**” means the Health Information Technology for Economic and Clinical Health Act, Title XIII of the American Recovery and Reinvestment Act of 2009, Public Law 111-005.

1.7 “**Individual**” has the meaning given to the term under HIPAA, including, but not limited to, 45 C.F.R § 160.103.

1.8 “**Protected Health Information**” and/or “**PHI**” has the meaning given to the term under HIPAA, including but not limited to, 45 C.F.R. § 164.103, and includes, without limitation, any PHI provided by Covered Entity to Business Associate as well as PHI created or received by Business Associate on behalf of Covered Entity. Unless otherwise stated in this Agreement, any provision, restriction, or obligation in this Agreement related to the use of PHI shall apply equally to electronic PHI (“**EPHI**”).

1.9 “**Required By Law**” has the meaning given to the term under HIPAA, including, but not limited to, 45 C.F.R. § 164.103.

1.10 “**Secretary**” means the Secretary of the United States Department of Health and Human Services, or designee.

1.11 “**Services Agreement**” means the underlying agreement(s) that outline the terms of the services that Business Associate provides to Covered Entity.

1.12 “**Subcontractor**” has the meaning given to the term under HIPAA, including, but not limited to 45 C.F.R. § 164.103.

2. BUSINESS ASSOCIATE OBLIGATIONS

2.1 Request, Use, and Disclosure of PHI. Business Associate agrees that it will use and disclose PHI only in accordance with the terms of this Agreement or as is Required By Law. Business Associate acknowledges that it may use and disclose PHI obtained or created pursuant to the Services Agreement only if the use or disclosure is in compliance with each applicable requirement of HIPAA.

2.2 Permitted Requests, Uses, and Disclosures. Business Associate will not use or disclose PHI except for the purpose of performing Business Associate’s obligations to Covered Entity as described in the Services Agreement, consistent with the requirements of HIPAA and this Agreement, and for other uses and disclosures permitted under this

Agreement. Business Associate will not request, use, or disclose PHI in any manner that constitutes a violation of HIPAA. To the extent that Business Associate is carrying out any of Covered Entity's obligations under HIPAA, Business Associate will comply with all requirements of HIPAA that apply to a covered entity.

In accordance with 45 C.F.R. § 164.504(e)(4), Business Associate may request, use, or disclose PHI:

(a) as is necessary for the proper management and administration of Business Associate, or

(b) to carry out the legal responsibilities of Business Associate.

2.3 Business Associate may disclose PHI for these purposes, in accordance with the provisions of 45 C.F.R. § 164.504(e)(4)(ii), only if either:

(i) the disclosure is Required By Law, or

(ii) Business Associate obtains reasonable assurances from the person to whom Business Associate discloses the PHI that the PHI will be kept confidential and used or further disclosed only as Required By Law or for the purposes for which it was disclosed to the person and that the person will notify Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.

2.3 Minimum Necessary Requirements. Business Associate will request, use, and disclose only the minimum amount of PHI necessary for Business Associate to perform the services for which it has been retained by Covered Entity. Business Associate agrees to comply with the Secretary's guidance regarding interpretation of the term "minimum necessary."

2.4 Administrative, Physical, and Technical Safeguards. Business Associate will develop, implement, maintain, and use appropriate safeguards to prevent any use or disclosure of the PHI other than as provided by this Agreement. Business Associate will implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of EPHI. Business Associate acknowledges that HIPAA provisions regarding administrative safeguards, physical safeguards, technical safeguards, and policies and procedures and documentation requirements at 45 C.F.R. §§ 164.308, 164.310, 164.312 and 164.316 apply to Business Associate in the same manner as to Covered Entity and Covered Entity. Business Associate will comply fully with these provisions of HIPAA.

2.5 Unusable, Unreadable, or Indecipherable PHI. Business Associate will, to the extent feasible, adopt a technology or methodology specified by the Secretary pursuant to 42 U.S.C. § 17932(h) that renders EPHI unusable, unreadable, or indecipherable to unauthorized individuals.

2.6 Agents and Subcontractors. Prior to making any permitted disclosures, Business Associate will ensure that any subcontractors that create, receive, maintain, or transmit PHI on behalf of Business Associate agree in writing to be bound by the same Privacy and Security Regulations that apply to Business Associate under this Agreement, including, but not limited to, those conditions relating to termination of the contract for improper disclosure. Further, Business

Associate shall implement and maintain sanctions against agents and subcontractors, if any, that violate such conditions. Business Associate shall terminate any agreement with an agent or subcontractor, if any, who fails to abide by such obligations.

2.7 Reporting of Illegal, Unauthorized, or Improper Uses or Disclosures. Business Associate will report to Covered Entity any Breach by Business Associate or its agents or subcontractors within thirty (30) calendar days of obtaining knowledge of the Breach. The initial notification, to the extent feasible, will include the identification of each individual whose PHI has been or is reasonably believed to have been accessed, acquired, disclosed, or used during the Breach. As requested, Business Associate will provide Covered Entity with additional information in its possession to enable Covered Entity to comply with its Breach notification obligations. Business Associate will implement a reasonable system for discovery of Breaches.

2.8 Mitigation of Harmful Effect. Business Associate will take commercially reasonable actions to mitigate any harmful effect of a Breach and adopt additional or improve existing safeguards to prevent recurrence.

2.9 Access to PHI. Business Associate will make PHI contained in Designated Record Sets that are maintained by Business Associate or its agents or subcontractors, if any, available to Covered Entity for inspection and copying to enable a Covered Entity to fulfill its obligations under HIPAA. Business Associate will make PHI available for those purposes within ten (10) business days of receipt of a request from Covered Entity.

2.10 Amendments to PHI. Within ten (10) business days of receipt of a request from Covered Entity for an amendment of PHI or an Individual's record contained in a Designated Record Set, Business Associate or its agents or subcontractors, if any, shall make such PHI available to Covered Entity for amendment and shall incorporate any such amendment to enable Covered Entity to fulfill its obligations under HIPAA, including, but not limited to, 45 C.F.R. § 164.526. If an Individual requests an amendment of PHI directly from Business Associate or its agents or subcontractors, if any, Business Associate will notify Covered Entity in writing within ten (10) business days of the request. Any approval or denial of an amendment of PHI maintained by Business Associate or its agents or subcontractors, if any, shall be the responsibility of Covered Entity. Upon the approval of Covered Entity, Business Associate shall appropriately amend the PHI maintained by it or its agents or subcontractors.

2.11 Accountings of Disclosures of PHI.

a. Business Associate agrees to maintain necessary and sufficient documentation of disclosures of PHI as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures as necessary to fulfill Covered Entity's obligations under HIPAA, including, but not limited to, 45 C.F.R. § 164.528. Notwithstanding Section 4.3 below, Business Associate and any agents or subcontractors shall continue to maintain the information required for purposes of complying with this Section 2.11 for a period of seven (7) years after termination of the Agreement.

b. Within ten (10) business days of notice by Covered Entity of a request for an accounting of disclosures of PHI, Business Associate and any agents or subcontractors shall make available to Covered Entity the information required to provide an accounting of disclosures to enable Covered Entity to fulfill its obligations under HIPAA, including, but

not limited to, 45 C.F.R. § 164.528. If a request for an accounting is made directly to Business Associate or its agents or subcontractors, Business Associate will notify Covered Entity of the request within ten (10) business days of having received the request. Business Associate will make available to Covered Entity the information required to provide the requested accounting of disclosures. Business Associate will not make any accounting of disclosures directly to an Individual, unless required to do so by law.

2.12 Internal Practices, Books, and Records. Business Associate will make its internal practices, books, and records relating to the use and disclosure of PHI available to the Secretary for purposes of determining Covered Entity and Business Associate's compliance with HIPAA. Business Associate will notify Covered Entity regarding any PHI that Business Associate provides to the Secretary concurrent with providing the requested PHI to the Secretary. Upon request by Covered Entity, Business Associate will provide Covered Entity with a copy of the requested PHI.

3. COVERED ENTITY OBLIGATIONS

3.1 Notification of Limitations in Notice of Privacy Practices. Covered Entity shall notify Business Associate of any limitation(s) of which Covered Entity is aware in Covered Entity's required notice of privacy practices to the extent that such limitation may affect Business Associate's use or disclosure of PHI.

3.2 Notification of Restrictions on PHI Use or Disclosure. Covered Entity shall notify Business Associate of any restriction of which Covered Entity is aware regarding the use or disclosure of PHI that Covered Entity has agreed to or must comply with to the extent that such restriction may affect Business Associate's use or disclosure of PHI.

3.3 Notification of Changes or Revocations of Permission. Covered Entity shall provide Business Associate with notice of any grant of, change to, or revocation of permission by Individual to use or disclose PHI within a reasonable period of time after Covered Entity becomes aware of such occurrence to the extent that such event may affect Business Associate's permitted uses or disclosures of PHI.

4. TERMINATION

4.1 Term and Survival. The term of this Agreement shall be effective as of the Effective Date of this Agreement and continue until terminated by Covered Entity or any underlying Services Agreement expires or is terminated. Any provision related to the use, disclosure, access, or protection of EPHI or PHI or that by its terms should survive termination of this Agreement shall survive termination.

4.2 Termination for Breach.

a. Covered Entity may immediately terminate this Agreement if Covered Entity determines that Business Associate, or any of Business Associate's agents or subcontractors, has breached a material term of this Agreement, including by engaging in a pattern of activity or practice that constitutes material breach of this Agreement or by violating Business Associate's obligations under this Agreement. Alternatively, Covered Entity may choose to provide Business Associate with written notice of the material breach and terminate this Agreement if Business Associate has not cured the breach within thirty (30) calendar days of receiving written notice from Covered Entity.

b. Business Associate may immediately terminate this Agreement if Business Associate determines that Covered Entity has breached a material term of this Agreement, including by engaging in a pattern of activity or practice that constitutes material breach of this Agreement or by violating Covered Entity's obligations under this Agreement. Alternatively, Business Associate may choose to provide Covered Entity with written notice of the material breach. At its discretion, Business Associate may terminate this Agreement if Covered Entity has not cured the breach within thirty (30) calendar days of receiving written notice from Business Associate.

4.3 Return or Destruction of PHI.

a. Upon termination of this Agreement for any reason, Business Associate shall return or, at Covered Entity's request, destroy all PHI received from Covered Entity or created or received by Business Associate on behalf of Covered Entity that Business Associate still maintains in any form. If Business Associate destroys the PHI, Business Associate shall certify in writing to Covered Entity that such PHI has been destroyed. This provision applies to PHI that is in the possession of agents or subcontractors of Business Associate. Business Associate will retain no copies of the PHI except as required by law.

b. If Business Associate determines that returning or destroying the PHI is not feasible, Business Associate shall explain to Covered Entity why conditions make the return or destruction of the PHI not feasible. Business Associate will retain the PHI, subject to all of the protections of this Agreement, and limit further uses and disclosures of the PHI to those purposes that make the return or destruction of the PHI infeasible for so long as Business Associate maintains the PHI.

c. If Business Associate determines that it is infeasible to obtain from an agent or subcontractor any PHI in the possession of the agent or subcontractor or to destroy the PHI, Business Associate will provide Covered Entity written notification explaining why obtaining the PHI is infeasible. Business Associate will require the agent or subcontractor to extend the protections of this Agreement to the PHI and limit further uses and disclosures of the PHI to those purposes that make the return or destruction of the PHI infeasible for so long as the agent or subcontractor maintains the PHI.

4.4 Termination of Services Agreement. If this Agreement is terminated for any reason, Covered Entity also may terminate the Services Agreement between the Parties. This provision shall supersede any termination provision to the contrary which may be set forth in the Services Agreement.

5. MISCELLANEOUS

5.1 References to HIPAA. A reference in this Agreement to a Section in HIPAA means the Section as in effect or as amended.

5.2 Compliance with Laws. Business Associate will comply with all applicable Privacy and Security Regulations.

5.3 Changes in Law. If any modification to this Agreement is Required By Law or any other federal or state law affecting this Agreement, or if either Party reasonably concludes that an amendment to this Agreement is required because of a change in federal or state law or changing industry standards, the Party shall notify the other Party of such proposed modification(s) (“**Legally-Required Modifications**”). Such Legally Required Modifications shall be deemed accepted and this Agreement so amended, if the other Party does not, within thirty (30) calendar days following the date of the notice (or within such other time period as may be mandated by applicable state or federal law), deliver its written rejection of such Legally-Required Modifications.

5.4 Amendment. Except as permitted by Section 5.3, this Agreement shall not be amended, altered, or modified except by an instrument in writing duly executed by the Parties to this Agreement.

5.5 Waiver. No delay or failure of either Party to exercise any right or remedy available hereunder, at law or in equity, shall act as a waiver of such right or remedy, and any waiver shall not waive any subsequent right, obligation, or default. No modification of, addition to, or waiver of any right, obligation, or default shall be effective unless in writing and signed by the Party against whom the same is sought to be enforced.

5.6 Remuneration in Exchange for PHI. Business Associate will not directly or indirectly receive remuneration in exchange for any PHI of an Individual unless Covered Entity has received a valid authorization from the Individual or the exchange is otherwise permitted by law. As permitted by law, Covered Entity may provide remuneration to Business Associate for activities involving the exchange of PHI that Business Associate undertakes on behalf of and at the specific request of Covered Entity pursuant to an agreement.

5.7 Assignment. Business Associate may not assign this Agreement without the prior express written consent of Covered Entity.

5.8 Limitations on Benefits of this Agreement. Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than Covered Entity, Business Associate, or their respective successors or assigns, any rights, remedies, obligations, or liabilities whatsoever.

5.9 Independent Contractors. The Parties are independent contractors and nothing in this Agreement shall be deemed to make them partners or joint venturers.

5.10 Notices. All notices must be in writing and addressed to the relevant Party at the addresses below, or to such other address such Party specifies in accordance with this Section. All notices must be personally delivered or sent prepaid by nationally-recognized courier or certified or registered mail, return receipt requested, or such other form of communication agreed upon between the Parties. Notice is effective upon receipt.

If to School District:

Stillwater Public Schools

314 S. Lewis St.

Stillwater, Oklahoma 74074-3515

Attention: _____

Title: _____

Email: _____

If to Care Solace:

Care Solace, Inc.

120 Birmingham Drive, Suite 200

Cardiff, CA 92007

Attention: Chad Castruita

Email: chad.castruita@caresolace.org

5.11 Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions hereof shall continue in full force and effect.

5.12 Entire Agreement. This Agreement contains the entire agreement between the Parties hereto and shall supersede any other oral or written agreements, discussions, and understandings of every kind and nature, including any provision in any Services Agreement.

5.13 Interpretation. The provisions of this Agreement shall prevail over any provisions in the Services Agreement that may conflict or appear inconsistent with any provision in this Agreement. This Agreement and the Services Agreement shall be interpreted as broadly as necessary to implement and comply with the Privacy and Security Regulations and applicable state laws. The parties agree that any ambiguity in this Agreement shall be resolved in favor of a meaning that complies and is consistent with the Privacy and Security Regulations, and applicable state laws

5.14 Counterparts. This Agreement may be executed in one or more counterparts, each of which will be considered an original, and all of which taken together will constitute one and the same instrument. Signature execution by facsimile or other electronic means will be considered binding.

5.15 Governing Law. This Agreement shall be governed by the laws of the State of California without respect to its conflict of law principles.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date above.

Care Solace, Inc. ("Care Solace")

Printed Full Name: Anita Ward

Title: Chief Growth Officer

Signature: Anita Ward

Date: 09-03-2025

Stillwater Public Schools ("School District")

Printed Full Name: _____

Title: _____

Signature: _____

Date: _____

**Stillwater Public Schools
Lincoln Alternative Academy
Alternative Education Agreement Form**

This contract for alternative education services between Mulvan-Orlando School district, hereinafter referred to as DISTRICT, and Stillwater Public Schools. Hereinafter referred to as the Local Education Affiliate (LEA), is enacted to meet the requirements of the State Department of Education to provide alternative education for DISTRICT's "at risk" students defined by 70 O.S. § 1210-568.

As outlined and interpreted by the Alternative Education Section of the State Department of Education, each DISTRICT using the services of an LEA to meet the needs of their "at risk" students shall sign a letter of cooperative agreement to be included as part of the Statewide Alternative Education Implementation Plan to be submitted by the LEA to the State Department of Education no later than September, 1 of the fiscal year. Furthermore, by doing so, the DISTRICT acknowledges that the LEA shall receive the entire sum of the DISTRICT's allocated funds for alternative education.


Stillwater Public School's Lincoln Alternative Academy, hereinafter referred to as Lincoln Alternative Academy, attests that its program of offerings and services meet all criteria outlined and listed by the Oklahoma State Department of Education and as such agrees to provide alternative education services for students referred to, and accepted through the *Intake and Screening* process identified as follows:

- Students must meet the stated definitions of "at risk" set forth in law.
- The prospective students and their parents/guardians must agree to the intake interview process as the first step in the process of acceptance.
- Furthermore, all parties (DISTRICT, LEA, prospective students and their parents) must agree to additional outside interventions should such be deemed appropriate, and agree that participation in these services will be considered a condition for enrollment.
- Final enrollment in Lincoln Alternative Academy will be determined by the students' and the DISTRICTS' best interests.
- Lincoln Alternative Academy has the right of refusal of any students if it is felt that the placement is inappropriate for any reason.
- No student shall be enrolled in Lincoln Alternative Academy from the DISTRICT unless the student is accepted through the *Intake and Screening* and interview process.

When it has been determined that the student is to be served through Lincoln Alternative Academy, both the DISTRICT and Stillwater Public Schools Superintendent (or designee) must approve the student's district transfer application form to the LEA; to begin upon the students first day of enrollment and continuing until such time as the student is exited from Lincoln Alternative Academy.

Participation in Lincoln Alternative Academy from the above named DISTRICT is for the school year 2025-2026. This contract shall be for the entire school year 2025-2026 and is not revocable by either party, yet it does not bind either party to ensuing school years.

Agree to by signature and date signed:

By:  8/25/2025 Stillwater
Public Schools Representative DISTRICT Representative



AUTHORIZATION TO PAY THE FY²⁰²⁶ ALLOCATION OF STATEWIDE ALTERNATIVE EDUCATION ACADEMY PROGRAM FUNDS TO THE LOCAL EDUCATIONAL (LEA) FOR THE COOPERATIVE

Please complete the follow information and upload into your Alternative Education Implementation Plan in Single-Sign-On.

Plan is open from August 1 through September 1.

District Name: Mulhall-Orlando District Number 1003

County Name: Logan County Number 42

District listed above authorizes SDE to pay LEA 100% of Alternative Education Allocation for FY²⁰²⁶ to district listed below.

We authorize the Oklahoma State Department of Education (SDE) to pay our district's FY²⁰²⁶ Alternative Education Academy Allocation to the LEA listed below to provide Alternative Education Services for students in our district. We understand that this form does not constitute a contractual agreement for Alternative Education Services with the LEA. We understand that the SDE encourages us to develop a contractual agreement with the LEA that describes the details of the rights and responsibilities of each member of the Alternative Education Cooperative, including the amount above the allocation that each member of the cooperative should pay to the LEA for each student served.

Superintendent's Name: Rodney Vollmer

Superintendent's Signature: *Rodney Vollmer* Date 7/21/2025

Board President's Name: Jake Decker

Board President's Signature: *Jake Decker* Date 7/21/2025

THE DISTRICT LISTED BELOW WILL RECEIVE 100% OF OUR ALTERNATIVE EDUCATION ACADEMY ALLOCATION AND WILL SERVE AS THE LEA FOR OUR DISTRICT'S ALTERNATIVE EDUCATION COOPERATIVE PROGRAM.

LEA District Name: STILLWATER LEA District Number 1016

LEA County Name: PAYNE LEA County Number 60



To: School Work Study (SWS) Schools (The contact person for your school)

It is time for all the school districts that have a Transition School-to-Work: School Work Study contract to sign a new contract for fiscal year 2026 (which in this case is considered July 1, 2025 – June 30, 2026).

You are receiving this email with a new contract and the Vendor Information Form attached. **You will need to complete the “eSign”, which will automatically send them back to us for our signatures.** The forms will be tracked electronically from that point.

Please complete the entire eSign. Then please review the **entire contract** and find the indicated signature block for your eSignature. Follow the instructions.

Optional: If this email has been sent to someone other than the proper signatory, you may click the hyperlink that allows you to have someone else sign, or you may download a copy of the vendor form and contract then sign and email it back in its entirety to contracts@okdrs.gov.

We must receive the completed contract and Vendor Information Form before we can process your contract. Please submit as soon as possible so there are no delays in the processing of your contract.

Remember, the “EIN number” is your Federal ID Number.

Services beginning October 1, 2025 or after may not be provided until the Award of Contract has been issued.

If you have questions about signing the contract, please communicate with Chris Compton and cc: Renee Sansom Briscoe at the Oklahoma Department of Rehabilitation Services. Their email addresses are ccompton@okdrs.gov at (405) 605-9651 and rsansom@okdrs.gov at (405) 212-7789. For SWS contract content and service questions, contact Renee Sansom Briscoe at rsansom@okdrs.gov or (405) 212-7789.

If there are planned personnel changes that affect this contract, please also provide the new information to Chris and Renee at the above email addresses.

Thank you for your help in this matter.



The Workforce Innovation Opportunity Act (WIOA) requires the Department of Rehabilitation Services (DRS) to collect and report Measurable Skills Gains for youth.

To document these Measurable Skills Gains, Vocational Rehabilitation Counselors will need to obtain a consent form signed by a parent or the student (if they are age 18+) to then submit to your school to obtain copies of students' secondary transcripts. You can expect to receive such transcript requests at the end of each semester and should note that the signed consent forms are only good for one year.

The State Department of Education Special Education Services (OSDE-SES) and DRS request that LEAs collaborate with their local VR Counselors to establish procedures to assist VR Counselors with obtaining students' secondary transcripts and/or report cards to meet WIOA compliance.

Here are some examples of effective procedures VR counselors have shared:

1. The VR Counselor obtains a DRS release form signed by the student's parent/guardian or by the student if they are age 18+ (see example) and then provides a copy of the signed release forms to your school district. The LEA then provides the transcripts to the OKDRS/VR counselor.

(NOTE: LEAs are encouraged to establish a set contact person(s) for the VR Counselor to send consent forms, such as the counselor's office, registrar, special education administration support staff, etc.)

2. For those students participating in School Work Study (SWS), the VR Counselor will send copies of the signed release forms and the school can provide the students' transcripts along with the SWS time sheets.

3. The VR Counselor sends out the following letter to students and encloses a self-addressed postage-paid envelope for the student to return the transcript in the mail to DRS:

Dear [Client],

The first (second) semester of the school year is almost over, and I hope it has been a good semester for you! I am required to document in your vocational rehabilitation your educational process each semester. Please provide DRS with a copy of your semester's grades. Please return either a high school transcript for (insert the fall or spring semester and the year) or a report card in the enclosed postage-paid envelope or email it to me at (insert counselor's email address). Please contact me if you have any questions at all. Thank you!

Thank you for your support as we work to improve outcomes for students with disabilities.

A handwritten signature in black ink that reads "Renee Sansom Briscoe".

Renee Sansom Briscoe
Transition Coordinator
405-212-7789
rsansom@okdrs.gov

A handwritten signature in black ink that reads "Lori Chesnut".

Lori Chesnut
Program Specialist
405-521-4802
lori.chesnut@sde.ok.gov

**State of Oklahoma
Department Of Rehabilitation Services
Transition School-to-work: Work Study**

This agreement, consisting of sixteen (16) pages (the "Contract"), is hereby made between the Oklahoma Department of Rehabilitation Services ("DRS") and

**«Stillwater Public Schools
314 S. Lewis St.
Stillwater OK 74076-0879**

("Contractor" or "School") and constitutes the entire agreement between the DRS and the Contractor, and no other representations are given or should be implied from written or oral agreements or negotiations that preceded the Contract.

RECITALS

WHEREAS, the Oklahoma Department of Rehabilitation Services is authorized to make and enter into all contracts necessary or incidental to the performance of its duties, and may purchase or lease equipment, furniture, materials and supplies, and incur such other expenses as may be necessary to maintain and operate the Department, 74 O.S. § 166.1.C; and

WHEREAS, the Individuals with Disabilities Education Act (IDEA) and the Rehabilitation Act both provide for transition services for children with disabilities to facilitate the child's movement from school to post-school activities including employment, 20 U.S.C. § 1401(34) and 29 U.S.C. § 721(a)(11)(D); and

WHEREAS, the Oklahoma Department of Rehabilitation Services is authorized by rules promulgated by the Oklahoma Commission for Rehabilitation Services at Subchapter 7 of Chapter 10 of Title 612 of the Oklahoma Administrative Code to implement the Transition from School-to- Work Program; and

WHEREAS, in the School-to-Work program, there are many services needed. Some of these services are provided by the school under the individualized education plan (IEP) and some are provided by the Oklahoma Department of Rehabilitation Services under the individualized plan for employment (IPE). Other services may be provided by the parents, Career Tech, and others. A major component of the Transition School-to-Work program is work-readiness training and work experience. The work experience can be provided through Work Adjustment Training or the three types of Work Study Programs.

NOW THEREFORE, the parties agree as follows:

I. Contract Period

The Contract is effective from the latest date of signature of both parties or July 1, 2025, whichever is the latter, through June 30, 2026.

I. Contract Services

Students eligible to participate in Work Study (School Work Study, Worksite Learning, Employer Work Study) include those:

- with documented disabilities (includes IEP, 504 Plan, or other documents), who have been determined eligible for DRS services or are on a trial work plan as determined by the DRS counselor;
- with an approved DRS case;
- with an individualized plan for employment (IPE) in place;
- with School Work Study (SWS) as a line of service on the IPE;
- who are at least sixteen (16) years of age; and
- who are attending high school.

All students participating in Work Study shall be DRS clients.

Students participating in Work Study may do so for **no more than 24 cumulative months**, as authorized in the form of Authorization(s) for Purchase(s) provided by the DRS counselors prior to the students starting work. In order for the School to be reimbursed for wages paid to a student participating in School Work Study and/or Worksite Learning, the School must have received authorization in the form of an Authorization for Purchase from the DRS counselor prior to the student starting work.

The months do not need to be consecutive. Based on individual needs and barriers due to disability, there may be exceptions where the student requires more time to make additional progress. In that instance, the DRS counselor may authorize additional time. Summer months spent in Work Study count in the 24 cumulative months. Transportation, scheduling, administrative or family convenience, or family/individual income needs are not acceptable reasons to extend Work Study beyond 24 cumulative months.

Participating students may work **no more than 15 cumulative hours per week during the school year** (i.e., during the day, evenings, weekends, or holidays). In each of the cases described above, the students **must** be given school credit for their participation during the school day, and the School staff and the DRS counselor will provide important guidance and instructional help around the work experience. If the student works after school hours, in the evening or on weekends, the School may also choose to give the student school credit and is encouraged to do so to support earning elective credits. The School will provide staff to work with the DRS counselor in the area of transition. The School will have at least one (1) person designated to serve as the “teacher/transition coordinator”. Paraprofessionals could serve as transition coordinator or could also be assigned to help with the process and documentation. The School agrees to provide designated staff time for performing the needed duties related to transition. The School agrees to fully inform the staff responsible for carrying out the duties set forth in the Contract. This includes providing all necessary staff with a copy of the Contract.

Students wishing to continue working through the summer as part of Transition School-To-Work: Work Study may do so if the School has a current contract in place.

During the school year - The maximum number of hours worked per student that is reimbursable by the DRS **cannot** exceed 15 cumulative hours per week during the school year. The DRS will reimburse 100% of the wages paid by the School for a maximum 15 cumulative hours per week

During the summer months - The maximum number of hours worked may exceed 15 cumulative hours and no more than 20 per week for summer work only when pre-approved by the DRS counselor. The DRS will reimburse 100% of the wages paid by the School for a maximum 20 cumulative hours per week. Students may work a maximum 20 cumulative hours per week beginning with the first day of summer break. However, upon the first day back to school, the students must go back to working no more than a maximum 15 cumulative hours per week. All Child Labor Laws apply and must be adhered to.

<https://www.dol.gov/general/topic/youthlabor>

The School is required to continue supervising, monitoring, and reporting on students working in the School or in the community during the summer.

Paid work positions must reflect **real work/jobs** and include tasks that would normally be a function of that position. The students must be learning skills that will transfer to competitive, integrated employment in the community. Classroom instructional time does not count as work. The School must ensure that students have access to a wide variety of work/job types and must also ensure the School has enough work to cover the number of students intended to participate in the program. Examples of work/jobs within the School include, but are not limited to, the following:

- office assistant/mail clerk - deliver mail/messages, stamping, sealing, organizing, cleaning, stocking, inventory, ordering, shredding, answering phones, making ID badges, laminating, taking messages, greeting visitors;
- transportation assistant - cleaning buses inside and out, light vehicle maintenance, checking fluids, tire pressure, assisting with trip tickets, cleaning bus barn;
- teacher's aide - reading to groups/individuals, cleaning, organizing, light grading, bulletin boards, listening to students read, engage students in activities, shredding, making copies;
- custodial -operating electric floor cleaning machines, simple maintenance, taking out trash, cleaning classrooms, sanitizing, dusting lockers and trophy cases, cleaning windows, restocking bathrooms, vacuuming rugs;
- manager of sports team - scorekeeping, ordering, inventory, hauling/moving equipment, washing towels, preparing water jugs and equipment for practices and games;
- information technology assistant - using compressed air to clean computers and keyboards; replacing batteries, mice and keyboards; cleaning monitors; deliveries to students and/or teachers; organizing order tickets;
- clerk in school store or coffee/snack cart - greeting, stocking, inventory, organizing, ordering, taking orders, filling orders, taking money and making change, cleaning, making displays;

- cafeteria assistant - wiping down tables, taking out trash, loading dishes, preparing food and utensils, stocking, serving, organizing;
- library aide - greeting, accepting books, checking books out, shelving books, research, cleaning, organizing, doing displays, answering phones; and
- landscaping/maintenance - mowing, weed eating, edging, pulling weeds, cleaning up flower beds, planting flower beds, selecting flowers/plants, planting in flower beds, trimming trees/shrubs, raking and bagging leaves, picking up trash from parking lot or around school grounds, light repairs on school properties, such as replacing light bulbs, painting, exterminating pests, etc.

The same guidelines should be adhered to when selecting community placements for paid work experiences.

In the final nine (9) months of the student's Work Study (School Work Study, Worksite Learning, Employer Work Study), the student must work for an employer outside of the school or school district, unless otherwise approved by the DRS counselor.

Students may not work in their family-owned business unless approved by the DRS counselor. This includes farms and other businesses.

Upon graduation with a standard diploma and high school exit, students receiving services through the Contract must cease work on the last day of school. They may not continue participation in School Work Study and/or Worksite Learning beyond their high school departure.

A. Work Study Program

There are two types of Work Study through DRS:

1. School Work Study (SWS) allows students with disabilities to **work on the School campus**. The students are supervised or closely monitored by School personnel, and the School pays the students a wage, with the **DRS making reimbursement to the School** for that payment. The **School maintains liability** for the students while working on campus.
2. Worksite Learning allows students with disabilities to **work in the community**. The students are supervised or closely monitored by School personnel, and the School pays the students a wage, with the **DRS making reimbursement to the School** for that payment. The **School maintains liability** for the students while working off campus.

B. Other Work Opportunities

This is not a Work Study through DRS:

1. Employer Work Study allows students with disabilities employment experience in **part-time jobs in the community**, with the employers paying the wages/salary(ies). In this instance, the students are employees of the community employers, **employers maintain liability**, and **the DRS does not reimburse the employers for the wages/salary(ies)**.

A. Contractor's/School's Obligations

The Contractor's/School's designated teacher/transition coordinator shall:

1. be knowledgeable about the contents and requirements of the Contract;
2. have received written authorizations from the DRS counselors prior to initiating work study services for eligible students or paying for work study services rendered by eligible students (i.e., not starting a student to work before the DRS has approved in writing);
3. serve as a member of the IEP team and make decisions for job placement as a team;
4. provide information regarding the program to School personnel, students, and parents;
5. provide job readiness instruction and assistance to the students in the program prior to starting their jobs (e.g., helping them prepare for interviewing for the potential position) through transition services or five core pre-employment transition services:
 - a. job exploration counseling;
 - b. work-based learning experiences;
 - c. counseling on opportunities for enrollment in postsecondary education (college, CareerTech, trade education, professional certification, etc.);
 - d. workplace readiness, including social and independent living skills; and
 - e. self-advocacy, including peer mentoring.
6. support students' job placement efforts, including tracking and regular follow up with students on their progress;
7. collaborate with the DRS counselor to keep track of all students who are taking part in the program, their place of employment, job title, and the skills they are learning or practicing, at least once per semester or whenever new students join or job duties change;
8. assist with the coordination of the individualized education program (IEP) and the individualized plan for employment (IPE) to reflect the SWS services provided by DRS, including, but not limited to, present levels of performance, services, and annual education/training or employment goals on the IEP;
9. document such transition services or pre-employment transition services provided and completed by participating students;
10. provide such documentation to the DRS counselor at the end of each semester;
11. submit (at the same time and by the 15th of the following month or whenever payroll is run by the School for their payment cycle) monthly invoices/pay stubs, time sheets, progress reports, and proof of payment to students for reimbursement of the wages paid to students participating in School Work Study and/or Worksite Learning; and
12. ensure the electronic copy of the contract is routed to the appropriate person for signature and returned electronically to the DRS.

If claiming mileage reimbursement for the School's teacher/transition coordinator's travel to and from the job sites of participating Work Study students, the School shall submit monthly itineraries and travel claims that have been signed and verified by the School's designated signer.

A. DRS's Obligations

The DRS counselor shall:

1. provide authorization in the form of an Authorization for Purchase to the School's teacher/transition coordinator prior to the School initiating services for each eligible student participating in School Work Study and/or Worksite Learning;
2. provide a written/emailed approval to the School's teacher/transition coordinator prior to the initiation of a student's participation in Employer Work Study;
3. accept referrals, process applications, and help to organize the IEP and the IPE;
4. provide input on the IEP's employment goals, serve as a member of the IEP team, and make decisions for job placement as a team;
5. arrange work schedules to allow for meetings with School staff, the student in the program, parents, employers, and other people involved in the process;
6. organize and provide necessary services, such as, but not limited to vocational assessment & counseling and guidance;
7. provide the School's teacher/transition coordinator with updated information as it becomes available, upon request;
8. support students' job placement efforts, including tracking and regular follow up with students on their progress;
9. collaborate with the School's teacher/transition coordinator to keep track of all students who are taking part in the program, their place of employment, job title, and the skills they are learning or practicing, at least once per semester or whenever new students join, or job duties change;
10. monitor students' progress at job sites;
11. ensure that the School is submitting monthly timesheets, progress reports, proof of payments to students, and documentation of transition services or pre-employment transition services (as completed) on a regular basis;
12. provide reimbursement to the School for wages paid to students participating in School Work Study and/or Work Site Learning;
13. provide mileage reimbursement at the state rate for the School's teacher/transition coordinator's travel to and from job sites of students participating in School Work Study and/or Worksite Learning; and
14. provide support in assisting students graduating into Employer Work Study.

B. Student Wage

1. The DRS and the School agree that students who are employed by the School as part of a training program are not independent contractors, but employees of the School. **The School agrees to deduct state and federal income tax from wages paid to the student.** The School is responsible for costs incurred for workers' compensation or other expenses not included in the minimum wage reimbursed by the DRS, as part of its contribution toward providing coordinated transition services outlined in the Individuals with Disabilities Education Act (IDEA) and the Workforce Innovation and Opportunity Act (WIOA).

1. The DRS and the School further agree that **IRS regulations provide that services performed by a student who is employed by the school in which the student is enrolled are not considered “employment” for purposes of FICA (Federal Insurance Contribution Act—Social Security and Medicare) and FUTA (Federal Unemployment Tax Act—employment tax) payroll deductions.** 26 C.F.R. § 31.3121(b)(10)-2(a)(1) and § 31.3306(c)(10)-2(a). The rules provide that the services performed by the student must be incident to and for the purposes of pursuing a course of study at the School. 26 C.F.R. § 31.3121(b)(10)-2. **The DRS and the School agree that students who are employed by the School as part of a training program are not subject to FICA or FUTA, except as otherwise provided below.** The employee/student must be enrolled and regularly attending classes at the school where they are employed to have the status of a student within the meaning of the regulations. This exemption does not apply if the student is working for a private employer through Employer Work Study, rather than for the School as part of an internship program. *The student must be employed by the School in order for the exception to apply.* The Oklahoma Employment Security Act provides that employment as part of a work-training program is exempt from the definition of “employment” and, therefore, not subject to the Act and, therefore, should not be documented as wages paid in quarterly submissions to the Oklahoma Employment Security Commission (OESC). 40 O.S. §1-210 (15)(I). **At the end of the calendar year, students are to be provided a W-2 (Wage and Tax Statement), and not a 1099-Misc form for independent contractors.**

2. In order for the School to be reimbursed for wages paid to a student participating in School Work Study and/or Worksite Learning, the School must have received authorization in the form of an Authorization for Purchase from the DRS counselor prior to the student starting work.

I. Compensation

A. Contract Amount

The DRS shall reimburse the Contractor as follows:

- school months –the current federal minimum wage. EXEMPT from FICA and FUTA, thus should not be taken out of the student’s check.
- summer months –the current federal minimum wage, plus FICA and FUTA, as summer months are NOT exempt due to the student not being enrolled at least half-time in school.

Payment shall be made upon receipt of properly completed and approved invoices/pay stubs, time sheets and progress reports documenting the provision of services and/or receipt of proper claims for reimbursement of travel expenses pursuant to the contract for services. By law the **DRS cannot pay** in advance. Neither the Contractor nor any other parties may rely upon any amount set by the DRS in the Contract, or otherwise, as a guaranty, warranty, or any other promise of receipt or payment of that amount, except for those goods and/or services provided to and accepted by the DRS pursuant to the Contract.

The **DRS will cancel the Contract if procedures are not followed** (e.g., putting students to work before authorized, inappropriate job placements, delayed billing, not submitting proper documentation as outlined in the Contract). If a settlement/ratification agreement must be reached between the Contractor and the DRS, the Contractor will receive only 50% of the funds for which it is seeking reimbursement.

The Oklahoma State Constitution, Article 10, Section 23 states, "Balanced Budget - Procedures. The state shall never create or authorize the creation of any debt or obligation, or fund or pay any deficit, against the state, or any department, institution, or agency thereof, regardless of its form or the source of money from which it is to be paid, except as may be provided in this section and in Sections 24 and 25 of Article X of the Constitution of the State of Oklahoma."

An express or written contract is a document evidencing, among other things, the mutual consent of the contracting parties. The written document becomes effective when the parties have signified their mutual consent by the act of signing it. The act of signing occurs when it occurs and applies only to events in the future.

To ensure you stay within the law and that you receive full compensation for services provided, please wait for official written documentation from your DRS counselors as to when a service may actually begin for an approved DRS client. The DRS CANNOT backdate in order to pay for services for any youth with disabilities.

According to 70 O.S. § 5-142, school districts must conduct national criminal record background searches and fingerprinting on prospective employees. Therefore, the DRS will reimburse the School up to fifty dollars (\$58.25) per DRS client who:

- * is going to participate in School Work Study and/or Worksite Learning;
- * is at least eighteen (18) years of age; and
- * has not previously had a criminal background check completed by the school district or any other school district in Oklahoma.

This reimbursement will occur upon request and submission of properly completed documentation to the DRS counselor. If the Contractor chooses to request the expedited background check from the Oklahoma State Department of Education, the Contractor will be responsible for any additional fees beyond the fifty dollars (\$58.25).

A. Payment

The State of Oklahoma has forty-five (45) days from receipt of properly completed and approved invoices/pay stubs, timesheets and progress reports documenting the provision of services and/or receipt of proper claims for reimbursement of travel expenses pursuant to the contract for services to make payment to the Contractor. Invoices/pay stubs, timesheets, progress reports, and claims shall be sent to the DRS counselor who authorized services for each DRS client. **DRS cannot reimburse wages for School Work Study and/or Worksite Learning hours that were not authorized in the form of an Authorization for Purchase provided by the DRS counselor prior to the student starting work.** The DRS counselor's name, address, and telephone number are shown on each DRS client's Authorization for Purchase. If the State of Oklahoma fails to make payment within the forty-five (45) days, the Contractor is eligible to receive interest on the unpaid balance due per State of Oklahoma

Statutes. The Contractor is responsible for claiming the interest. Pursuant to 2 C.F.R. § 200.407(n), 2 C.F.R. § 200.441, the DRS shall not use federal funds or non-federal funds used for vocational rehabilitation (VR) match to pay interest assessed for late payments to the Contractor.

A. Lapse Of Invoices/Claims

Properly completed and approved invoices/pay stubs, timesheets, and progress reports documenting the provision of services and/or proper claims for reimbursement of travel expenses pursuant to the contract for services shall be submitted within ninety (90) calendar days of the provision of those services and/or incurrence of those travel expenses. Supporting encumbrances may be cancelled upon a lapse of six (6) months from the actual provision of services and/or incurrence of travel expenses pursuant to the contract for services, unless specified otherwise in the Contract.

I. Standard Terms

A. Equal Opportunity/Non-Discrimination

The Contractor shall at all times comply with all federal laws relating to nondiscrimination, including but not limited to, Presidential Executive Order 11246 as amended and the Civil Rights Act of 1964, 42 U.S.C. §2000 *et seq.*; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794; the Americans With Disabilities Act of 1990, 42 U.S.C. §12101 *et seq.*; Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 *et seq.*; the Age Discrimination in Employment Act, 42 U.S.C. §6101 *et seq.* and all amendments to these acts, and all requirements imposed by the regulations issued pursuant to these acts, including, but not limited to, providing equal opportunity both to those seeking employment and those seeking services without regard to race, color, religion, sex, national origin, age, or handicap.

B. Lobbying Activities

The Contractor certifies the following:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, renewal, amendment or modification of any federal grant, or cooperative agreement;
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. Debarment And Suspension

In accordance with Presidential Executive Orders 12549 and 12689, the Contractor certifies that neither it nor its principals are presently debarred, suspended or otherwise disqualified for participation in federal assistance programs. Such certification is a material representation of fact upon which reliance is being placed when entering into the Contract. A determination that the Contractor knowingly rendered an erroneous certification, in addition to other available remedies, may result in whole or partial termination of the Contractor's default. Additionally, the Contractor shall promptly provide written notice to the Oklahoma state purchasing director if the certification becomes erroneous due to changed circumstances.

A. Drug-Free Workplace

The Contractor certifies compliance in providing or continuing to provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988.

B. Modification

The Contract may only be modified by mutual consent of the parties in writing.

C. Cancellation

1. With Cause: In the event the Contractor fails to meet the terms and conditions of the Contract or fails to provide services in accordance with the provisions of the Contract, the DRS may upon written notice of default transmitted via Certified Mail to Contractor, cancel the Contract effective upon receipt of notice or at 5:00 PM on the fifth calendar day from the date DRS mailed the notice, whichever occurs first. Such cancellation shall not be an exclusive remedy but shall be in addition to any other rights and remedies provided for by law. In the event a Notice of Cancellation is issued, the Contractor shall have the right to request a review of such decision as provided by the rules and regulations promulgated by the State of Oklahoma, Office of Management and Enterprise Services.
2. Without Cause: It is further agreed that the Contract may be canceled by either party by providing thirty (30) days prior written notice.

D. Access To And Retention Of Records

The Contractor shall maintain adequate and separate accounting and fiscal records and account for all funds provided by any source to pay the cost of the Contract. Authorized personnel of the U.S. Department of Education or other pertinent federal agencies, and authorized personnel of the Oklahoma Department of Rehabilitation Services, State Auditor and Inspector, and other appropriate state entities shall have the right of access to any books, documents, papers, or other records of contract which are pertinent to the performance or payment of the Contract in order to audit, examine, make excerpts and/or transcripts.

The Contractor is required to retain records relative to the Contract for the duration of the Contract and for a period of seven (7) years following completion or termination of the Contract, unless otherwise indicated in the Contract terms. If a claim, audit, litigation or other action involving such records is started before the end of the seven-year period, the records

are required to be maintained for two (2) years from the date that all issues arising out of the action are resolved or until the end of the seven-year retention period, whichever is later.

A. Subcontracting

The services to be performed under the Contract shall not be subcontracted, in whole or in part, to any other person or entity without written approval by the DRS. The terms of the Contract, and such additional terms as the DRS may require, shall be included in any subcontract. Approval of the subcontract shall not relieve the Contractor of any responsibility for performing the Contract.

B. Compliance With State And Federal Laws

The Contractor shall comply with all applicable state and federal laws, rules and regulations relevant to the performance of the Contract. Compliance shall be the responsibility of the Contractor, without reliance on or direction by the DRS.

C. Travel

The travel expenses to be incurred by the Contractor pursuant to the Contract shall be included in the total amount of the contract award. The DRS will only pay travel expenses (including per diem) specified in and charged against the total amount of the contract award. In addition, the DRS will not reimburse travel expenses in excess of the rate established by the Oklahoma State Travel Reimbursement Act, 74 O.S. § 500.1-37. The Contractor shall be responsible for all travel arrangements and provide supporting documentation for reimbursement.

D. Client Confidentiality

The Contractor assures compliance with DRS requirements pertaining to the protection, use, and release of personal information. The Contractor will hold confidential all personal information regarding individuals, including lists of names, addresses, photographs, records of evaluation, and all other records of the DRS client. This information may not be disclosed, directly or indirectly, unless consent is obtained in writing or as otherwise required by law.

E. Unallowable Costs

In the event any audit, audit resolution, review, monitoring, or other oversight results in the determination that the Contractor has expended DRS funds on unallowable costs on this or any previous contract, the Contractor shall reimburse the DRS in full for all such costs on demand. The DRS may, at its sole discretion, deduct and withhold such amounts from subsequent payments to be made to the Contractor under this or other contracts.

F. Audit

1. Federal Funds

Organizations that expend \$1,000,000 or more in a year in federal funds from all sources shall have a certified independent audit conducted in accordance with 2 C.F.R. Part 200.

1. **State Funds**

Corporations both for-profit and non-profit, and governmental entities that receive \$50,000 or more in a year in State funds from DRS shall have a certified independent audit of its operations conducted in accordance with Government Auditing Standards. The financial statements shall be prepared in accordance with Generally Accepted Accounting Principles, and the report shall include a supplementary schedule of awards listing all state and federal funds by funding source.

2. **Auditor Approval and Audit Distribution**

The audit shall be performed by a certified public accountant or public accountant who has a valid and current permit to practice public accountancy in the State of Oklahoma, and who is approved by the Oklahoma Accountancy Board to perform audits according to Government Auditing Standards. The Contractor's fiscal managers and appropriate oversight bodies shall review the auditor's latest external quality control review report prior to the audit being conducted. DRS retains the right to examine the work papers of said auditor.

The Contractor shall submit two copies of the annual audit report, management letter (if applicable), corrective action plan to all audit findings, and the auditor's latest external quality control review report to the DRS Contracts Unit at 3535 N.W. 58th Street, Suite 300, Oklahoma City, OK 73112 or Contracts@okdrs.gov within 120 days of the Contractor's fiscal year end. In the event the Contractor is unable to provide the audit report within the time specified, the Contractor shall submit a written request for an extension to the physical address or email address listed above, citing the reason for delay. The DRS reserves the right to suspend payment to the Contractor for costs owed pursuant to this Contract if the DRS has not received the prior year audit.

G. Clean Air Act

The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 *et seq.* The Contractor agrees to report each violation to DRS and understands and agrees that DRS will, in turn, report each violation as required to assure notification to the appropriate Environmental Protection Agency Regional Office.

H. Employment Relationship

The Contract does not create an employment relationship. Individuals performing services required by the Contract are not considered employees of the State of Oklahoma or the DRS for any purpose, and as such shall not be eligible for benefits accruing to state employees. The Contractor shall comply with all applicable laws regarding workers' compensation insurance.

A. Insurance

If the Contractor is not a self-insured governmental entity, the Contractor is hereby required to carry liability insurance adequate to compensate persons for injury to their person or property occasioned by an act of negligence by the Contractor, its agents or employees. Said policy must provide that the carrier may not cancel or transfer the policy without giving the DRS thirty (30) days written notice prior to the cancellation or transfer. The Contractor shall timely renew the policies to be carried pursuant to this section throughout the term of the Contract and provide the DRS with evidence of such insurance and renewals upon request.

B. Punitive Actions

The Contractor understands that payment for services to DRS clients pursuant to the Contract shall be made by the DRS. Accordingly, the Contractor shall not restrict or refuse services under the Contract to DRS clients based on nonpayment by the DRS. No actions shall be taken against the DRS client, including collection actions for any service covered under the Contract, or for any late payment for which the DRS has responsibility. In addition, the Contractor agrees that no punitive actions will be taken against any client of the DRS for late payment of any tuition, fees, books, supplies, etc. for which the DRS has responsibility. This includes, but is not limited to, withholding grades, Pell or other financial aids, or delaying enrollment.

C. Prior DRS/State Employment

The Contractor hereby certifies that at the start of the contract period neither he/she nor, if applicable, any member of its board or officers are former DRS employees who were employed by the DRS during the prior twelve (12) months. Pursuant to 74 O.S. § 85.42(B), the Contractor also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the Contractor to fulfill any of the services provided for under said contract. This term shall not apply when the Contractor is a State of Oklahoma governmental entity.

D. Legal Employment Status Verification System

The Contractor certifies that it and all proposed subcontractors, whether known or unknown at the time the Contract is executed or awarded, are in compliance with the Oklahoma Taxpayer and Citizen Protection Act of 2007 (25 O.S. §§ 1312 and 1313) and all applicable federal immigration laws and are registered and participate in the Status Verification System. The Status Verification System is defined at 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) through the Department of Homeland Security and is available at www.dhs.gov/E-Verify.

E. Contract Jurisdiction

The Contract will be governed in all respects by the laws of the State of Oklahoma. The State of Oklahoma, District Court of Oklahoma County will be the venue in the event any legal action is filed by the DRS or the Contractor to enforce or to interpret provisions of the Contract.

A. Severability

If any provision under the Contract, or its application to any person or circumstance, is held invalid by any court of competent jurisdiction, such invalidity does not affect any other provision of the Contract or its application that can be given effect without the invalid provision or application.

B. TikTok Ban

Pursuant to State of Oklahoma Governor's Executive Order 2022-33, no person or entity who contracts with the State of Oklahoma, including but not limited to any State agency, board, commission, or authority and agents thereof, shall download or use the TikTok application or visit the TikTok website on government networks or other State-owned or State-leased equipment.

C. Certification For Non-Boycott Of Israel Goods Or Services

Pursuant to 74 O.S. § 582, in contracts of more than \$100,000, the Contractor certifies that it is not currently engaged in a boycott of goods or services from Israel that constitutes an integral part of business conducted or sought to be conducted with the State of Oklahoma, and that it will not boycott Israel during the term of the Contract.

D. Certification For Non-Boycott Of Fossil Fuel Energy Companies

In contracts of \$100,000 or more and where the Contractor has 10 or more employees, the Contractor certifies that it does not currently boycott energy companies in violation of the Energy Discrimination Elimination Act of 2022 (74 O.S. § 12001 et seq.). The Contractor further certifies that it will not boycott energy companies in violation of the Act during the term of the Contract.

E. Force Majeure

A party is not liable for failure to perform the party's obligations if such failure is a result of Acts of God (including fire, flood, earthquake, storm, or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), strikes or labor disputes, embargoes, government orders, epidemics, pandemics or other similar events beyond the reasonable control of the party. If a party asserts Force Majeure as an excuse for failure to perform the party's obligation, then the nonperforming party must prove that the party took reasonable steps to minimize delay or damages caused by foreseeable events, that the party substantially fulfilled all non-excused obligations, and that the other party was timely notified of the likelihood or actual occurrence of an event described in this clause.

If an event of Force Majeure occurs, the party injured by the other's inability to perform may elect one of the following remedies:

- to terminate the Contract in whole or in part; or

- to suspend the Contract, in whole or part, for the duration of the Force Majeure circumstances.

The party experiencing the Force Majeure circumstances shall cooperate with and assist the injured party in all reasonable ways to minimize the impact of Force Majeure on the injured party.

A. Termination For Funding Insufficiency

Notwithstanding anything to the contrary in any Contract document, the DRS may terminate the Contract in whole or in part if funds sufficient to pay obligations under the Contract are not appropriated by the legislature or are not received from an intended third-party funding source. In the event of such insufficiency, the Contractor shall be provided at least fifteen (15) calendar days' written notice of termination. Any partial termination of the Contract under this section shall not be construed as a waiver of, and shall not affect, the rights and obligations of any party regarding portions of the Contract that are not terminated. The determination by the DRS of insufficient funding shall be accepted by and shall be final and binding on the Contractor.

B. Prohibition On Certain Telecommunications And Video Surveillance

The Contractor shall not obligate or expend funds received as payment under this contract to procure or obtain equipment, services, or systems that use telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system produced by one of the prohibited companies as provided for at 2 C.F.R. § 200.216.

C. Offender List Registration Declaration and Compliance with 57 O.S. § 589 and 70 O.S. § 6-101.48.

This section applies to contractors who provide services to persons under eighteen (18) years of age or who provide services on the premises of the Oklahoma School for the Blind (OSB) or the Oklahoma School for the Deaf (OSD).

Offender List Registration Declaration

The Contractor's signing authority for the Contract hereby states under penalty of perjury under the laws of Oklahoma that the foregoing is true and correct:

1. I am the Contractor OR I am the duly authorized representative of the Contractor;
and

- Neither the Contractor nor any employee of the Contractor, nor any subcontractor or employee of a subcontractor, who provides services to persons under the age of eighteen (18) years pursuant to the terms of this contract, or who works on the premises of OSB or OSD is currently required to register under the provisions of the Oklahoma Sex Offenders Registration Act (57 O.S. §§ 581 *et seq.*) or the Mary Rippy Violent Crime Offenders Registration Act (57 O.S. §§ 591 *et seq.*).

Compliance with 57 O.S. § 589 and 70 O.S. § 6-101.48

As applicable, Contractor shall comply with all requirements provided for at 57 O.S. § 589 and 70 O.S. § 6-101.48.

I. Signatures

For the faithful performance of the terms of the Contract, the parties hereto, in their official capacities stated, affix their signatures.

Oklahoma Department of
Rehabilitation Services



Aug 19, 2025

Signature

Date

Jonathan Woodward

Print Name

Administrator, Central Dept. Services

Title

Contractor

Signature:

Email:

Signature

Date

Print Name

Title

Contact Person

Telephone

Contractor's Email Address

**STATE OF OKLAHOMA
DEPARTMENT OF REHABILITATION SERVICES
WORK PLAN**

Stillwater Public Schools

VENDOR

Contract Number

Clara Allen has been appointed contract monitor for the above stated contract and assumes responsibility for the monitoring of all programmatic aspects of the contract, including the periodic and ongoing review of reports or other valid indications of performance. The contract monitor also assumes oversight responsibility for fiscal monitoring of said contract.

The contract monitor has been assigned the following duties:

1. monitoring services provided through the contract;
2. periodically reviewing interim reports or other indications of past contract performance;
3. monitoring contractor compliance to the requirements and specifications of the contract;
4. monitoring pre-authorization of contract services in AWARE;
5. monitoring the Oklahoma Department of Rehabilitation Services (DRS) authorizing authority's approvals for services provided through the contract;
6. monitoring the DRS authorizing authority's receiving, reviewing, approving, and submitting of invoices/claims for payment to DRS Finance – Accounts Payables (State Office);
7. If the contract number begins with 805, the contract monitor shall submit requests for additional funding to the DRS Contracts Section prior to the expenditure of funds.

All information pertinent to this contract (i.e., original contract copies, addendums, revisions, vendor correspondence, evaluations, reports, audits, compliance reviews and staff comments regarding service provision) shall be maintained in the central repository located in the DRS Contracts Section. Documentation shall be made available for review upon request by the Office of Management and Enterprise Services (OMES). Copies of invoices/claims shall be maintained in the DRS Finance Unit. Confidential DRS client information shall be maintained in the DRS client's case service file.

The services to be performed through the contract are necessary for DRS to carry out its policies, rules, and regulations regarding the provision of indicated and appropriate rehabilitation services in a timely manner leading to employment of eligible disabled individuals, per the Code of Federal Regulations (CFR), Section 261.42(a)(4).

Signature:

Email:

Contact Information Page

**PARTICIPATION AGREEMENT AMONG
OKLAHOMA STATE DEPARTMENT OF EDUCATION (OSDE),
PUBLIC CONSULTING GROUP, LLC. (PCG),
AND THE SCHOOL DISTRICT**

**THE OSDE UNDER THE AUTHORITY OF AGREEMENT WITH OKLAHOMA HEALTH CARE AUTHORITY
(OHCA)
SCHOOL-BASED HEALTH SERVICES PROGRAM**

Street Address: 314 S Lewis

City: Stillwater **State:** Oklahoma **ZIP Code:** 74074 3515

- By checking this box and saving the page, the applicant hereby certifies that he/she has read, understood, and will comply with the assurances listed in this application.**

This Participation Agreement (the Participation Agreement) is entered into by and among the Oklahoma State Department of Education (OSDE), Public Consulting Group, LLC. (PCG), and the above-referenced School District (the DISTRICT) as of July 1, 2025 Effective Date:

*In order to participate in MAC, the District must participate in FFS.

WHEREAS, the DISTRICT is a public school district that employs or contracts with health care providers to provide school-based health-related services to students including special-needs students; and

WHEREAS, the DISTRICT requires assistance in billing Medicaid for covered services that are provided to Medicaid-eligible students, and in collecting amounts billed; and

WHEREAS, OSDE is duly authorized to administer the Medicaid School Based Health Services (SBHS) program pursuant to its June 2017 contract with the Oklahoma Health Care Authority (OHCA) (the Authorizing Agreement); and

WHEREAS,PCG is duly authorized to provide Medicaid claiming services to the DISTRICT, pursuant to its contract with OSDE (Purchase Order 2659019714) (the PCG Contract); and

WHEREAS,pursuant to the Authorizing Agreement and PCG Contract, in order to participate in the OSDE administered SBHS program, DISTRICT must record all health-related services they provide to special education students as well as the necessary claims support documentation in OK EDPlan™; and

WHEREAS,the DISTRICT wishes to participate in the SBHS program and allow PCG to coordinate Medicaid Administrative Claim (MAC) activities and for the DISTRICT to receive Medicaid claiming services from PCG pursuant to the terms and conditions contained in this Participation Agreement and in accordance with Authorizing Agreement and the PCG Contract: and

THEREFORE,OSDE, PCG, and the DISTRICT agree to the terms and conditions set forth in this Participation Agreement.

Save Page

**PARTICIPATION AGREEMENT AMONG
OKLAHOMA STATE DEPARTMENT OF EDUCATION (OSDE),
PUBLIC CONSULTING GROUP, LLC. (PCG),
AND THE SCHOOL DISTRICT
MEDICAID SCHOOL-BASED HEALTH SERVICES PROGRAM**

- By checking this box and saving the page, the local education agency (LEA) superintendent hereby certifies that he/she has read, understood and will comply with the assurances listed below.**

I. SCOPE OF SERVICES

- A. PCG will perform the services and fulfill the operational responsibilities assigned to it in the attached **Exhibit A** and **Exhibit B**, in accordance with the terms and conditions of this Participation Agreement. The DISTRICT and OSDE will perform the services and fulfill the responsibilities assigned to them respectively in the attached **Exhibit A** and **Exhibit B**, in accordance with the terms and conditions of this Participation Agreement. However, PCG's performance of services described in the attached **Exhibit A and Exhibit B** is expressly conditioned upon the DISTRICT's performance of its responsibilities and upon OSDE's performance of its responsibilities under the Participation Agreement and above-referenced **Exhibit A and Exhibit B**.
- B. The parties to this Participation Agreement may expand the scope of this Participation Agreement to include other products or services offered by PCG, and to specify rates of payment for such products or services, by means of amendments to this Participation Agreement. .
- Additional scope of work if requested by the LEA. As a participant in the Oklahoma State Department of
- C. Education (OSDE) school-based Medicaid program districts will have the option to receive disability evaluation support through Presence Learning.
- This includes the following services:

Direct evaluation support to Participating Districts of the OSDE Medicaid Program
Virtual Evaluations
Priority will be eligibility evaluations, followed by additional areas dictated by OSDE.
District engagement
Performance Reporting (Monthly)
Service Assessments and Feedback

II. TERM

- A. The term of this Participation Agreement (the **Term**) shall commence on the Effective Date and shall continue in perpetuity unless PCG receives written notice of non-renewal by the DISTRICT no later than 30 days prior to end of the current fiscal year such that the Participation Agreement will expire as of June 30 of that fiscal year. Term of Service is further defined in Section VII of this agreement.
- B. Notwithstanding the foregoing, this Participation Agreement will expire automatically upon the expiration or termination of the PCG Contract or the Authorizing Agreement, whichever occurs earlier.

III. CLAIMING AND COMPENSATION PROCEDURES

- A. Pursuant to the Authorizing Agreement, the PCG Contract, and this Participation Agreement, including the exhibits hereto, PCG will submit Medicaid reimbursement claims to OHCA on behalf of the OSDE and all DISTRICTS participating in the SBHS program.
- B. Pursuant to Article 5.1.C of the Authorizing Agreement, for services rendered on or after July 1, 2018, OHCA will make payments directly to the DISTRICT, within 45 days of submission of a clean claim, and OCHA will invoice DISTRICT for the State share of all such payments.
- C. The DISTRICT hereby agrees to pay PCG 10% of the federal share amounts received from OHCA on account of the above-referenced claims, as compensation for PCG services.
 - a. PCG shall invoice the DISTRICT only after reimbursement has been received by the DISTRICT. Each invoice shall state the nature of the reimbursement received, the date of reimbursement, and the time period of the services provided by PCG.
- D. The DISTRICT shall pay PCG interest at the annual rate of 10% on all fee amounts that are not paid within forty-five (45) days of the receipt of the PCG invoice.

- E. Upon termination of this Participation Agreement, PCG shall be entitled to payments for services provided prior to termination. The parties acknowledge that one or more invoices may be submitted by PCG after the termination date, following reimbursements received by the DISTRICT on account of such services.
- F. This Agreement provides a mechanism for payment to the DISTRICT by OHCA (through OSDE and PCG) using federal funds from CMS, and the parties agree that it in no way creates a requirement for OHCA to reimburse any DISTRICT from OHCA state funds.

IV. DISALLOWANCES

If a reimbursement is disallowed after it was paid to the DISTRICT, PCG shall return to the DISTRICT any fees that were paid to PCG by the DISTRICT under Section III. D with respect to the disallowed reimbursement in accordance with the following terms:

- A. For disallowances on claims attributable to errors or omissions caused by PCG, PCG will work with the DISTRICT and take all reasonable actions to challenge the disallowance.
- B. PCG shall not be obligated to reimburse the DISTRICT for a disallowance if the DISTRICT, OSDE, or OHCA does not allow PCG to fully participate in the review and audit process.
- C. PCG shall not be obligated to reimburse the DISTRICT for any disallowance resulting from the error, acts, or omissions of the DISTRICT. PCG's billing or preparing and MAC claim on behalf of the DISTRICT is in good faith and the data DISTRICT enters is processed by PCG on an "as is" basis. The DISTRICT warrants that (i) service data entered into OK EDPlan and/or PCG Claiming System and supporting claiming data furnished is accurate and completed and that (ii) the DISTRICT has appropriate records to substantiate claims submitted on their behalf by PCG.
- D. Subject to the terms provided in this Section, in the event claims are disallowed as a result of PCG's errors or omissions and federal funds are returned and all avenues for contesting the disallowance have been exhausted, PCG shall refund to DISTRICT an amount no greater than the amount paid by the DISTRICT on the amount disallowed. For the auditing process on claims attributable to errors or omissions caused by PCG, PCG shall bear the cost of such defense.

V. RECORDS

- A. Upon reasonable notice, which will be no less than ten (10) business days, unless circumstances require

a more rapid response at which time the parties will mutually agree on a response deadline based on the size, scope and urgency of the request, PCG shall allow the DISTRICT and OSDE and any of their duly authorized representatives or agents reasonable access to any records of PCG that are pertinent to this Participation Agreement for the purposes of audits or examinations, provided that (i) any audit or examination requiring physical access to PCGs records shall take place during PCGs normal business hours of operation and in a commercially reasonable manner; and (ii) absent exigent circumstances, neither the DISTRICT nor OSDE shall request more than one (1) audit or investigation within a calendar year.

- B. PCG shall maintain its records relating to this Participation Agreement for a period of at least six (6) years from the date of service or claim payment, whichever is greater. For fee-for-service claims, upon expiration or termination of the Agreement, and DISTRICT elects not to participate in the next successive term, PCG will provide DISTRICT a zip file via SFTP file transfer to include claims information in either text format or Excel format going back six (6) years from the date of expiration or termination. If additional years are required, a different file format, and/or a delivery method other than SFTP is requested, PCG will provide DISTRICT data in the requested date range and format and charge per hour to do so. The hours to complete the work will be priced at the prevailing PCG developer rates. DISTRICT shall be obligated to pay prior to delivery of the data.

VI. CONFIDENTIALITY

- A. The parties recognize that this Participation Agreement concerns the use of information subject to federal and state laws including the Family Educational Rights and Privacy Act (**FERPA**) and the Individuals with Disabilities Education Act (**IDEA**).
- B. The parties shall comply with the requirements of applicable federal and state laws relating to the confidentiality of information, and agree to amend this Participation Agreement as may be necessary to reflect changes in the applicable law.
- C. PCG shall request from the DISTRICT, and the DISTRICT shall provide to PCG, only such information as is reasonably necessary to effectuate the purposes of this Participation Agreement. PCG shall take steps to safeguard all confidential information that is received or created pursuant to this Participation Agreement.
- D. PCG shall not use confidential information received from the DISTRICT identifying individual students for

any purpose other than the purposes of this Participation Agreement or other purposes expressly directed or allowed by the DISTRICT in a writing signed by the DISTRICT, and shall immediately notify the DISTRICT if such confidential information is subpoenaed or requested by a third party, or otherwise required to be disclosed by a lawful court order or by operation of law, or is improperly used, copied, or removed.

- E. If the DISTRICT determines it necessary in order to comply with its obligations under law, the DISTRICT may examine facilities, systems, procedures, and records of PCG to the extent necessary in order to confirm the adequacy of security measures as they relate to this Participation Agreement, subject to adequate advance written notice of no less than ten (10) business days and any examination requiring physical access to PCGs facilities or records shall take place including during PCGs normal business hours of operation and in a commercially reasonable manner.
- F. Upon expiration or termination of this Participation Agreement, PCG shall use reasonable and secure means to return or destroy (as directed in writing by the DISTRICT) all documentary information protected by federal or state confidentiality laws that was received or created by PCG under this Participation Agreement. To the extent that destruction or return is not feasible, PCG will continue to extend the protections of the Agreement to such information and limit its further use, until such time as destruction or return is feasible.
- G. Nothing in this Participation Agreement is intended to confer any rights, remedies, obligations, or liabilities upon anyone other than the DISTRICT, PCG, and their respective successors and assigns.

VII. TERMINATION

This Participation Agreement may be terminated before the end of the term specified in Section II, as follows:

- A. **Without Cause:** Any party may terminate this Participation Agreement by giving written notice to the other parties no later than thirty (30) days prior to the end of current fiscal year, or such other period as is mutually agreed in advance by the parties.
- B. **For Convenience:** The DISTRICT or OSDE may terminate the Agreement for convenience only if the DISTRICT or OSDE determines that termination is in the best interest of the party. The DISTRICT or OSDE shall terminate the Contract for convenience by delivering to PCG a Notice of Termination for Convenience specifying the terms and effective date of Agreement termination. The Agreement

termination date shall be a minimum of 30 days from the date the Notice of Termination for Convenience issued by the DISTRICT or OSDE.

- C. **For Cause:** Any party may terminate this Participation Agreement if another party materially breaches its terms. This provision applies only if the non-breaching party provides written notice to the breaching party, and allows at least five (5) business days to cure the breach before the effective date of termination stated in the notice.
- D. **Authorizing Agreement:** PCG or OSDE may terminate this Participation Agreement immediately upon written notice in the event that the PCG Contract or the Authorizing Agreement is terminated or materially amended in such a manner as to materially affect the purpose of, or obligations set forth in, this Participation Agreement.
- E. **Provider Qualifications:** PCG or OSDE may terminate this Participation Agreement immediately in the event that a health care provider for the DISTRICT fails to maintain appropriate licensure or other qualifications for providing covered services.
- F. **DISTRICT Qualifications:** PCG or OSDE may terminate this Participation Agreement immediately in the event that the DISTRICT fails to maintain appropriate qualifications for participating in the program.

VIII. OWNERSHIP INTERESTS AND LICENSE

Subject to the terms and conditions of this Agreement, including DISTRICTS's performance of its obligations hereunder, PCG shall provide the EasyTrac™ (including application and related supporting services) to DISTRICT, as more fully described below.

A. Definitions:

(i) "EasyTac" means: (i) the Internet-based services described herein; (ii) all products related to such services; (iii) all New Releases, Updates, and Upgrades applicable to the foregoing and generally released by PCG; and (iv) the Documentation developed by PCG for distribution and use in combination with the foregoing.

(ii) "New Releases" means any new revision of EasyTrac that includes significant enhancements which add new features to the EasyTrac and which generally will be designated by a new version number either to the left of the decimal point (e.g., from v2.03 to v3.00) or one decimal place to the right of the decimal point (e.g. from v2.03 to v2.10).

(iii) "Updates" means any new revisions and/or modifications made to EasyTac and/or documentation in order to correct operational errors.

(iv) "Upgrades" means any new revision of EasyTrac that includes corrections and minor modifications of existing features and which generally will be designated by a new version number which changed from the prior number only two places to the right of the decimal point (e.g., from v2.02 to v2.03).

(v) (i) "PCG Claiming System" means: (i) the Internet-based system use for MAC herein; (ii) all Random Moment Time Study and cost reporting services; (iii) all New Releases, Updates and Upgrades applicable to the foregoing and generally released by PCG; and (iv) the Documentation developed by PCG for distribution and use in combination with the foregoing.

- B. PCG grants to DISTRICT, and DISTRICT accepts, a non-exclusive, non-transferable, non-sublicensable right and license, during the Term only, to access via the Internet and use EasyTrac and / or the PCG Claiming System to the extent reasonably necessary in performing related service coordination functions.
- C. PCG grants to DISTRICT, and DISTRICT accepts, a non-exclusive, non-transferable, non-sublicensable royalty-free license under PCGs copyrights in PCGs documentation, during the Term only: (i) to incorporate PCGs documentation, in whole or in part, into other written materials prepared by or for DISTRICT with respect to EasyTrac and / or the PCG Claiming System; and (ii) to reproduce and distribute modified and original versions of PCGs documentation, in hard copy or in an on-line format, as part of DISTRICTs documentation for EasyTrac and / or the PCG Claiming System, and, if such DISTRICTs documentation is in an on-line format, allow DISTRICT users to make print copies of the same.
- D. DISTRICT shall not use or grant to any person or entity other than authorized DISTRICT users the right to use EasyTrac and / or the PCG Claiming System, which users shall be subject to the terms set forth herein. DISTRICT shall not distribute, market, or sublicense EasyTrac and / or the PCG Claiming System, and shall not permit any DISTRICT user or third party to do so.
- E. DISTRICT shall ensure that appropriate proprietary notices indicating PCGs intellectual property rights in EasyTrac and / or the PCG Claiming System and related documentation are placed on all copies of written materials distributed by DISTRICT relating thereto. Examples of such documentation include training materials and manuals. DISTRICT shall not remove, modify, or suppress any confidentiality legends or proprietary notices placed on or contained within EasyTrac and / or the PCG Claiming System, and shall

not permit any DISTRICT user or third party to do so.

- F. DISTRICT shall not distribute any PCG documentation or intellectual property made available through this Agreement to any individual or organization that is not part of DISTRICT or an authorized DISTRICT user and shall not permit any DISTRICT user or third party to do so.
- G. DISTRICT shall not transfer, rent, or permit access to EasyTrac and / or the PCG Claiming System to any third party, and shall not permit any DISTRICT user or third party to do so.
- H. DISTRICT shall not modify, decompile, disassemble, or otherwise attempt to reverse engineer EasyTrac and / or the PCG Claiming System or any portion thereof, and shall not permit any DISTRICT user or third party to do so.
- I. DISTRICT shall not circumvent any security protection within EasyTrac and / or the PCG Claiming System, and shall not permit any DISTRICT user or third party to do so.
- J. Subject to the license rights granted to DISTRICT by this Section, all right, title, and interest in and to EasyTrac and / or the PCG Claiming System, including the intellectual property rights and technology inherent in EasyTrac and / or the PCG Claiming System, are and at all times will remain the sole and exclusive property of PCG. No right to use, print, copy, distribute, integrate, or display EasyTrac and / or the PCG Claiming System, in whole or in part, is granted in this Agreement, except as is explicitly provided in this Agreement. Nothing contained in this Agreement will directly or indirectly be construed to assign or grant to DISTRICT any right, title, or interest in or to PCGs intellectual property rights or other rights in and to EasyTrac and / or the PCG Claiming System or PCGs trademarks. Except as expressly authorized by this Agreement, DISTRICT shall not use, display, copy, distribute, modify, or sublicense EasyTrac and / or the PCG Claiming System. PCG reserves all rights not expressly granted to DISTRICT by this Agreement.
- K. DISTRICT acknowledges that PCG is and shall remain the owner of all right, title, and interest in and to each of PCGs trademarks in any form or embodiment thereof and is also the owner of all goodwill associated with PCGs trademarks. All goodwill generated by DISTRICT use of EasyTrac and / or the PCG Claiming System with respect to PCGs trademarks shall inure exclusively to the benefit of PCG. DISTRICT shall promptly notify PCG of any third-party infringements of any of the PCG trademarks used in connection with EasyTrac and / or the PCG Claiming System, or any act of unfair competition by third parties relating to the PCG trademarks, within a reasonable time of OSDEs knowledge of such

infringements or acts.

- L. PCG reserves the sole and exclusive right at its discretion to assert claims against third parties for infringement or misappropriation of its intellectual property rights in EasyTrac and / or the PCG Claiming System.

IX. LIABILITY AND INSURANCE

- A. PCG shall defend, indemnify, and hold harmless the DISTRICT and OSDE from and against any suit, proceeding, assertion, damage, cost, liability, and expense (including court costs and reasonable attorneys fees) incurred as a result of claims by a third party against the DISTRICT or OSDE, employees, or agents arising from or connected with a claim, related to this Agreement, that any EasyTrac and / or the PCG Claiming System infringes any valid patent, copyright, trade secret, or other intellectual property right under the laws of the United States, provided that the DISTRICT and OSDE promptly notifies PCG, in writing, of the suit, claim, or proceeding, or threat of suit, claim, or proceeding, and provides PCG with reasonable assistance for the defense of the suit, claim, or proceeding. PCG will have sole control of the defense of any claim and all negotiations for settlement or compromise.
- B. In the extent permitted by applicable law, the DISTRICT shall defend, indemnify, and hold harmless PCG from and against any suit, proceeding, assertion, damage, cost, liability, and expense (including court costs and reasonable attorneys fees) incurred as a result of claims by a third party against PCG, employees, or agents arising from or connected with any acts or omissions by the DISTRICT.
- C. PCG shall be liable to the DISTRICT and OSDE for consequential, incidental, exemplary, special or punitive damages resulting from or relating to the Agreement, whether based on breach of contract, tort, or otherwise, even if such party has been advised of the possibility of such damages. Under no circumstances shall PCGs aggregate liability under this agreement to OSDE exceed an amount equal to the total compensation paid to PCG pursuant to this agreement. PCG will maintain adequate insurance coverage for purposes of this Participation Agreement, including commercial general liability, workers compensation, and errors and omissions liability insurance. PCG will provide to the DISTRICT a certificate of insurance upon request. Such certificate shall provide for thirty (30) days notice prior to modification of terms or termination.

X. SUCCESSORS AND ASSIGNEES

- A. The parties each binds itself, its associates, partners, successors, assigns, and legal representatives to the other parties to this Participation Agreement with respect to all covenants of this Participation Agreement.
- B. No party shall assign any interest in this Participation Agreement or transfer any interest in the same (whether by assignment or notation) without prior written approval of the other parties.

XI. APPLICABLE LAW AND EXCLUSIVE FORUM

This Agreement shall be governed by the law of the State of Oklahoma, and any civil action arising under this Participation Agreement shall be brought in the State of Oklahoma, Oklahoma County.

XII. COMPLIANCE WITH LAWS

- A. The parties shall comply with all applicable federal and state laws and regulations.
- B. This Participation Agreement and the transactions contemplated hereby are intended to comply with all applicable federal and state laws and regulations including but not limited to fraud and abuse laws. In the event that this Participation Agreement or any of the transactions contemplated hereby are determined not to be in compliance with such laws and regulations, the parties shall negotiate in good faith to modify the terms and provisions of this Participation Agreement to remedy any prior noncompliance. If compliance cannot reasonably be achieved, this Participation Agreement shall terminate at the election of any party and no party shall have any further rights or obligations hereunder, except as otherwise provided herein; provided, however, that the parties shall take all practicable action to remedy any noncompliance, if possible, including but not limited to repayment or return of any money or value received.
- C. This Agreement is intended to be interpreted as necessary to implement and comply with federal and state laws relating to confidentiality of health information and student information. The parties agree that any ambiguity in this Participation Agreement is to be resolved in favor of a meaning that complies with and is consistent with such laws.

XIII. EXTENT OF AGREEMENT AND ORDER OF PRECEDENCE

- A. This Participation Agreement represents the entire and integrated agreement among the parties and supersedes all prior negotiations, representations, or agreements, either written or oral.
- B. This Participation Agreement may be amended or revised only by a written amendment signed by

authorized representatives of all parties and referencing this Participation Agreement.

- C. The parties acknowledge that nothing in this Participation Agreement is intended to conflict with the PCG Contract or the Authorizing Agreement; in the event of a conflict between those agreement and this Participation Agreement, the terms and conditions of those agreement will govern, In the event of any conflict between the terms of this Agreement and the Attachments, the following order of precedence shall govern:
1. Agreement
 2. Exhibit A - Operational Responsibilities
 3. Exhibit B - Compliance Checklist

XIV. PROCUREMENT

- A. The DISTRICT and OSDE are solely responsible for their compliance with applicable procurement laws and regulations.
- B. To the extent specifically authorized by applicable procurement laws and regulations, this Participation Agreement may be utilized by another school district or other entity for purposes of its own authority to contract with PCG. The terms of such resulting contract may differ from this Participation Agreement, and the DISTRICT and OSDE assume no authority, liability, or obligation to PCG or to any other school district or other entity with respect to any such resulting contract.

XV. NOTICES AN CONTACT PERSONS

Any notices, requests, consents and other communications hereunder shall be in writing and shall be effective either when delivered personally to the party for whom intended, or five days following deposit of the same into the United States mail (certified mail, return receipt requested, or first class postage prepaid), addressed to such party at the address set forth below, who shall serve as Contact Persons unless replaced by a party by written notice to the other party:

PCG

Bart Ermeling
Associate Manager

OSDE

Ryan Walters
State School Superintendent

Public Consulting Group, LLC
414 Union Street Suit 1100
Nashville, Tennessee 37219

Oklahoma State Department of Education
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105

DISTRICT

XVI. MISCELLANEOUS

- A. The parties understand that PCG is not required to perform the services on a full-time basis for DISTRICT and may perform services for other individuals and organizations consistent with the limitations in this Agreement.
- B. The failure of a party to enforce a provision of this Agreement shall not constitute a waiver with respect to that provision or any other provision of this Agreement
- C. If any provision in this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, the remaining provisions in this Agreement shall continue in full force and effect.
- D. Except as expressly provided in this Agreement, PCG does not make any warranty with respect to the contracted services, whether express or implied, and specifically disclaims any implied warranties, whether of merchantability, suitability, fitness for a particular purpose, or otherwise for said contracted services.
- E. The parties agree that the terms of this Agreement result from negotiations between them. This Agreement will not be construed in favor of or against either party by reason of authorship
- F. Neither party shall be responsible for delays or failures in performance resulting from acts of God, acts of civil or military authority, terrorism, fire, flood, strikes, war, epidemics, pandemics, shortage of power, or other acts or causes reasonably beyond the control of that party. The party experiencing the force majeure event agrees to give the other party notice promptly following the occurrence of a force majeure event, and to use diligent efforts to re-commence performance as promptly as commercially practicable.
- G. The captions and headings in this Agreement are for convenience only and are not intended to, and shall not be construed to, limit, enlarge, or affect the scope or intent of this Agreement. nor the meaning of any provisions hereof.

- H. Each party represents that: (1) it has the authority to enter into this Agreement; and (2) that the individual signing this Agreement on its behalf is authorized to do so.
- I. The parties to this Agreement are independent contractors. There is no relationship of partnership, joint venture, employment, franchise, or agency between the parties. Neither party will have the power to bind the other or incur obligations on the others behalf without the others prior written consent.
- J. The provisions of this Agreement which by their nature would continue beyond the termination or expiration of this Agreement will survive the termination or expiration of this Agreement.

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Exhibit A

EXHIBIT A
OPERATIONAL RESPONSIBILITIES
EFFECTIVE SCHOOL YEAR 2025-2026
SCHOOL-BASED HEALTH SERVICES PROGRAM

- By checking this box and saving the page, the applicant hereby certifies that he/she has read, understood, and will comply with the assurances listed below.

This exhibit provides the operational responsibilities assigned to the Oklahoma State Department of Education (OSDE), the School District, and PCG in accordance with the terms and conditions of the Participation Agreement for the Oklahoma Medicaid School Based Health Services (SBHS) program.

OSDE

OSDE is the state agency responsible for oversight of Oklahoma public school district compliance with the requirements of the Individuals with Disabilities Education Act (IDEA), 20 USC 1400, et seq. As part of that responsibility, OSDE is tasked with collecting and monitoring school district IEPs. Pursuant to the Authorizing Agreement between OSDE and the Oklahoma Health Care Authority (OHCA), OSDE has been charged with the responsibility of developing and approving program practices and policies and for the administration of the Oklahoma School-Based Medicaid program through a contracted third-party administrator, Public Consulting Group, Inc. (PCG), in collaboration with OHCA.

PCG

OSDE contracts with PCG to act as a third-party administrator to fee-for-service (FFS) and Medicaid Administrative Claiming (MAC)

FFS

1. Serve as the single point of contact for School Districts that are either interested in participating or are participating in the SBHS program.

2. Provide initial training to the School District's health-related provider's program liaisons that will cover the overall program, participation requirements, and the processes for logging services, claiming supporting documentation, managing caseloads, and generating service reports in OK EDPlan™.
3. Provide ongoing OK EDPlan™ and program support to the School District.
 - * Email support will be provided via the email links on the OK EDPlan™ Message Board page.
 - * Phone support will be during the hours of 9:00 AM and 5:00 PM local time, excluding weekends and holidays. PCG will provide a toll-free or local number. This number will connect the School District contact with PCG's OK EDPlan™ help desk.
 - * Provide annual ongoing training to the School District's health-related providers and program liaisons that will cover the overall program, participation requirements, and the process for logging services, claiming supporting documentation, managing caseloads, and generating service reports in OK EDPlan™.
4. Prepare and update, as appropriate, a Compliance Checklist identifying the relevant Medicaid documentation rules for the OK School-Based Medicaid program.
5. Based on the information entered on OK EDPlan™ by School District as well as the compliance check options agreed to in the Compliance Checklist, process, generate, and submit claims to OHCA on behalf of OSDE and all School Districts participating in the program.
6. Bill Medicaid for School Districts properly logging services and claim support documentation in OK EDPlan™.
7. Review Remittance Advices from OHCA to reconcile, correct denied claims, and void claims as appropriate.
8. Generate and provide claiming and compliance reports to School District.
9. Perform annual program integrity reviews pursuant to the SBHS audit plan approved by OSDE.
10. Retain service documentation that supports its claims for Medicaid reimbursement and meets the minimum Medicaid and OHCA requirements for 6 years (OHCA Policies and Rules: 317:30-3-15). Records that are part of an ongoing compliance review, audit, grievance, or litigation require that the

documentation be retained beyond 6 years.

MAC

PCG has developed a description of reimbursable MAC activities performed by District contract or salaried staff. This list is in accordance with CMS guidelines. A description of the MAC activities can be found in the Time Study Implementation Guide. Therefore, PCG will:

1. Review District MAC claims for Medicaid reimbursement on a quarterly basis.
2. Complete documentation as set forth by CMS guidelines and calculate a MAC claim for reimbursement.
3. Issue payment to the District representing all of the federal share of actual and reasonable costs less PCG's administrative fee for MAC activities provided by the District, as determined by CMS approved cost allocation methodologies and time study formulas.
4. Prepare claims to OHCA, on behalf of OSDE, to forward for funding to CMS for Title XIX participation.
5. Calculate MAC claims directly in the PCG Claiming System and District financial personnel will be able to view the calculation.
6. Notify the District in the event of any changes made by CMS to federal matching percentages or cost eligible for match.
7. Assist Districts via the help desk with program components including but not limited to education and training, and technical assistance for the SBHS program. The PCG Claiming System will provide a variety of resources.
8. Distribute MAC reimbursement funds to the District via Electronic Funds Transfer (EFT). PCG is obligated to reimburse funds to the extent that PCG receives funds from OHCA, excluding appropriate administrative fees as agreed between OSDE and PCG. PCG reserves the right to withhold distribution of payment(s) if the District is in a payback situation for any program component.

School District

FFS

1. Designate a liaison who has decision making authority, or reports directly to someone who has such decision-making authority with respect to all matters in the Participation Agreement (including its

exhibits). The liaison will serve as the primary point of contact with OSDE and PCG.

2. Actively participate in this program and be available for training sessions in accordance with an agreed schedule and for other required tasks, activities, and approvals.
3. Enroll as a Medicaid provider. This includes notifying Medicaid of any change in address, tax ID, or other information required to keep Medicaid provider enrollment records current at all times.
4. Obtain a National Provider Identifier (NPI) for billing transaction purposes.
5. Have its rendering providers enroll as a Medicaid provider (contract with OHCA), re-enroll as a Medicaid provider (re-new contract with OHCA) and obtain an NPI. The Medicaid provider ID and its effective dates must be recorded in OK EDPlan. The School District must have all rendering providers linked to its Medicaid ID via Appendix A in OHCA's portal before submitting claims for Medicaid reimbursement.
6. Complete paperwork for PCG to submit and receive electronic claims and electronic Medicaid enrollment data on behalf of school district.
7. Obtain one-time written parental consent to disclose information and bill Medicaid for services and to provide the parent or guardian with initial and annual notice of the disclosure.
8. Obtain a separate physician referral for Physical Therapy services.
9. Obtain a separate prior authorization for Personal Care services.
10. Ensure that its rendering providers (employees or contractors who perform direct medical services) meet all of Medicaid's licensure, certification, and other criteria to qualify as Medicaid providers and provide services for which Medicaid reimbursement is claimed.
11. Initially set up and manage ongoing access and supervisor links for its health-related service providers in OK EDPlan™.
12. Have its health-related service providers record all health-related services they provide to special education students in OK EDPlan. PCG will not submit claims for any services not entered in OK EDPlan.
13. Have its liaison record all necessary claim support documentation in OK EDPlan™.

14. Provide all services that are listed in the student's IEP, regardless of whether the services are Medicaid-covered and can be billed to Medicaid. (PCG will submit Medicaid claims only for Medicaid-covered services.)
15. Be responsible for the accuracy and completeness of the data its employees provide for claim submission. Errors must be corrected as soon as possible. School District, not OSDE or PCG, is accountable for any errors or omissions.
16. If audited by the State or Federal Government or their agents, disclose all Medicaid records required for audit purposes.
17. Safeguard student records in accordance with the Family Educational Rights and Privacy Act (FERPA), applicable provisions of HIPAA, and all applicable OK state laws.
18. Be responsible for informing its program participants of all relevant privacy regulations and policies.
19. Ensure the availability of non-federal (state/local) funds expended for Medicaid covered services equal to the required state share match. Districts can only use state/local monies for matching Medicaid. Districts may not use federal funds for the required match. If a federal grant has a cash match requirement, the funds used for the match cannot also be used as match for Medicaid.
20. Participate in the program financing model by transferring state matching funds to OHCA, equaling the non-federal matching funds required for receipt of federal Medicaid funding for the service.
21. Retain service documentation that supports its claims for Medicaid reimbursement and meets the minimum Medicaid and OHCA requirements.
22. Comply with the requirements of the OK Medicaid Billing Services Compliance Checklist.
23. As used in this Exhibit, 'records' includes books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form. In accepting any Contract with the State, the School District agrees that any pertinent State or Federal agency will have the right to examine and audit all records relevant to execution and performance of the resultant Contract.

The District is required to retain records relative to the Contract for the duration of the Contract and for a period of six (6) years following completion and/or termination of the Contract. If an audit,

litigation, or other action involving such records is started before the end of the six (6) year period, the records are required to be maintained for two (2) years from the date that all issues arising out of the action are resolved, or until the end of the six (6) year retention period, whichever is later.

24. Unless otherwise specified in the Oklahoma Open Records Act, Central Purchasing Act, or other applicable law, documents and information School District submits as part of or in connection with a contract are public records and subject to disclosure. School District claiming any portion of their contract as proprietary or confidential must specifically identify what documents or portions of documents they consider confidential and identify applicable law supporting their claim of confidentiality. The Superintendent of OSDE (STATE OF OKLAHOMA) shall make the final decision as to whether the documentation or information is confidential.

District shall cooperate in the defense of any disallowance claim arising in connection with this Agreement. Any defense costs associated with the disallowance on claims attributable to errors or omissions caused by District shall be borne by District. District agrees and understands that the federal government may levy a disallowance on the Medicaid expenditures made in connection with this Agreement. District also agrees and understands that disallowances levied may or may not be upheld, in whole or in part, if appealed. District shall be responsible for any disallowance, deferral, or recoupment.

MAC

1. District will designate an employee(s) to act as a liaison with PCG for issues concerning this Agreement, administration of the MAC component of the SBHS program, and financial information. The District may choose to designate more than one person based on roles and responsibilities as Districts are required to have a replacement available to perform program requirements in the case of an absence. If the designated employee(s) changes roles or leaves the District must provide written notice to PCG within ten (10) business days.
2. District must participate in the fee-for-service component of the SBHS program in order to participate in the MAC component for reimbursement.
3. District will meet all deadlines to submit required information to PCG for the purposes of the SBHS program.

4. District must accept quarterly MAC reimbursement payment(s) via EFT and provide PCG the appropriate banking information to conduct the transaction. If there are changes to the District's bank information such as account number, the District must provide written notice to PCG within ten (10) business days. PCG is not responsible for any fees in the event the District does not provide correct or updated bank information.
5. The accounting system used by the District or its contractor must comply with the requirements contained in 2 CFR 220.
6. District must follow the policies and procedures contained in the Time Study Implementation Guide approved by CMS.
7. District will maintain or coordinate a contractor's assistance in maintaining an OSDE/OHCA/CMS approved MAC component to include training, the use of standardized sample forms, sampling, the development and maintenance of clearly identifiable cost accounting pools, and the application of sample percentages to accounting pools in a manner which will document the process for audits.
8. District will report quarterly salary and benefit, and contracted personnel costs for participants that are included on the related Random Moment Time Study (RMTS) staff pool list. Costs are reported on a cash basis. Each quarter's costs must be certified by an authorized financial representative of the District.
9. District must sign and return to PCG the non-federal matching dollars, also referred to as quarterly Certification of Public Expenditures (CPE) form(s), and/or other documentation determined by OHCA to be necessary to verify that the District has expended the state / local funds reflected in the certification. The CPE form must be signed and dated by an authorized financial representative on behalf of the LEA. The funds expended and reported in the CPE must be funds other than federal funds.
10. Quarterly CPE forms are generated with the claim and distributed electronically. The District will need to sign each quarter's CPE in the PCG Claiming System before disbursement of MAC funds.
11. District shall monitor employee participation to ensure that every RMTS form is completed. The District must meet the minimum return rate compliance of 85% of moments assigned each quarter. After the first quarter of RMTS non-compliance, the District is required to submit a Corrective Action Plan (CAP)

outlining a plan to meet compliance. After two consecutive quarters of RMTS non-compliance, the District is required to document why the strategy in the CAP was not effective and submit a revised CAP. After three consecutive quarters of RMTS non-compliance, the District may be removed from participating in the MAC component of the SBHS program. Non-compliance measures may change at any time based on direction from OSDE/OHCA or a federal entity. Submission of and compliance with a CAP is not the exclusive remedy for non-compliance by the District. In addition to requiring the adoption and implementation of a CAP, claims for MAC may be denied and/or recouped as a result of non-compliance.

Compliance Reviews

1. A LEA receiving MSBC Program funds will be subject to a comprehensive compliance review conducted no less than once every four years. The LEA will comply with all required next steps as a result of findings.
2. Any recoupment or disallowance of funds for any reason, including as a result of an audit exception, disallowance or comprehensive compliance review, or deferral or denial by CMS or OHCA, will be the exclusive responsibility of the District, regardless of when the recoupment or disallowance is issued or whether the District has withdrawn from the SBHS program. PCG shall have no liability for any such recoupment or disallowance of funds. If a recoupment is requested, payment by the District is due on demand.
3. District will comply with all applicable federal, state, and local laws, rules and regulations, program requirements, OSDE and OHCA policies, and procedures governing performance of duties under this Agreement, including but not limited to an annual audit conducted in accordance with the Single Audit Act of 1984 and all applicable amendments.
4. District agrees to maintain and furnish records and documents from the date of payment, both medical and non-medical, as may be required by applicable federal and state laws. The LEA will allow PCG or designees reasonable access during regular business hours to review, copy or obtain specific records or documents and will cooperate with PCG or designee to facilitate the information and record exchanges necessary for quality management, utilization management, or other processes required for SBHS program operations.
5. District shall comply with all deadlines set by PCG regarding compliance reviews, deliverable and

documentation deadlines, and respond to PCG in a timely manner. It is the responsibility of the District to stay informed regarding deadlines and program changes through, newsletters, trainings, as well communications sent by PCG.

6. Should a District not submit documentation that meets all SBHS program documentation requirements to substantiate cost reported or reimbursement received or fails to submit required documentation within the outlined required timeframe if/when selected for a compliance review all monies determined owed are subject to recoupment.
7. All documentation submission for compliance reviews must be made in an acceptable format depending on the content of the data and District is responsible for delivery timelines despite service provider or methods of delivery used. All data that contains private, confidential student data must be submitted securely, and the District is responsible for alternate submission arrangements should technology prohibit secure electronic data submission.
8. District documentation, data certifications, and submissions should undergo a thorough review and quality check by the District to ensure accuracy. Certification language should be reviewed carefully to understand responsibility of accuracy and acknowledgement of consequences before submission to PCG.
9. District will comply with all program requirements as outlined in the MSBC Program Handbook and AMPM chapter 710 specific to school-based claiming prior to submitting costs for MAC claims. The LEA will submit all financial supporting documentation upon request. The LEA shall not engage in unallowable practices such as back-dating or any other alteration of the source document in order to falsify program compliance.
10. District will cooperate with periodic compliance reviews conducted by PCG and will comply with recommendations that result from those comprehensive compliance reviews. District will supply a dual certified CAP certified by two District representatives for areas identified as non-compliant during a compliance review.

Exhibit B

EXHIBIT B
COMPLIANCE CHECKLIST
Effective as of School Year 2025-2026
School Based Health Services Program

- By checking this box and saving the page, the applicant hereby certifies that he/she has read, understood, and will comply with the assurances listed below.**

Public Consulting Group (PCG) has been retained by the Oklahoma State Department of Education (OSDE) to administer the School Based Health Services (SBHS) program for all participating school districts (hereafter referred to as School District). PCG will provide Medicaid billing services pursuant to the contract between the Oklahoma Health Care Authority (OHCA) and OSDE, the contract between OSDE and PCG, and the Participation Agreement among OSDE, PCG, and the School District.

This Medicaid Billing Services Compliance Checklist is intended to help School District comply with applicable Medicaid billing requirements. It is a requirement of the SBHS program that OSDE reviews the Checklist together with PCG before the start of each school year, that OSDE executes the Checklist and delivers it to School District before the start of each school year, and that School District complies with the Checklist throughout the school year. The current Compliance Checklist will remain in effect until a new checklist is signed.

All Medicaid billing must be in compliance with all applicable Medicaid requirements, including those relating to documentation. School District's failure to maintain the required documentation could result in a recoupment of Medicaid payments.

School District is responsible for the accuracy of the data it enters into OK EDPlan™, hereafter referred to as PCG System and data that it otherwise sends to PCG for Medicaid billing purposes.

School District is responsible for ensuring that claims are not submitted for direct service

delivery that was not provided. For example, School District must ensure that claims for direct service delivery are not submitted on dates when student attendance data does not show student as present in school.

School District is responsible for maintaining all documentation necessary to support the payment of Medicaid claims.

In the event of a state or federal Medicaid audit, School District is responsible for producing the required documentation, including documentation that may not be referenced in this Compliance Checklist.

School District is responsible for controlling School District user access to the PCG system, including managing passwords and activating and inactivating user access.

PCG will perform a review of participating School District information based on the data provided by the School District before using that data to bill Medicaid on behalf of School District. The purpose of such pre-billing checks is to help School District avoid the submission of claims to Medicaid that do not satisfy Medicaid requirements.

The following Compliance Checklist covers many standard Medicaid documentation requirements for school-based Medicaid direct services billing programs. This is not a comprehensive list of every requirement of the program for which School District will be responsible to provide supporting documentation. **It remains the responsibility of School District to ensure that it is not providing inaccurate documentation to PCG, or otherwise providing information that would lead to the submission of inaccurate claims.**

Please contact PCG if you have any questions about the foregoing outline, or any of the items below.

Services

The SBHS program covers the following services. PCG will provide Medicaid billing services, and pre-billing checks, for each of the following school-based services submitted by School District.

Audiology
Assistive Technology
Child Health Screening
Hearing Screening and Services

Personal Care
Physical Therapy
Psychological Evaluation and Testing
Psychotherapy Services

**Immunizations
Nursing (LPN and RN)
Occupational Therapy**

**Speech Language Therapy Services
Therapeutic Behavioral Services
Vision Screening and Services**

Pre-Billing Checks

The services selected above will be subject to the following pre-billing checks. These checks do not relieve the School District of its responsibility to provide and maintain accurate documentation and information.

1. Medicaid ID

REQUIREMENT: Every student for whom a service is provided must have a valid Medicaid ID.

School District is responsible to provide correct student demographic data necessary to determine if the student has a Medicaid ID.

PCG will check Medicaid ID, based on School District data.

Before billing Medicaid, PCG will check Medicaid enrollment data obtained from the State Medicaid agency to confirm that the student has a valid Medicaid ID. If student does not have a valid Medicaid ID, the service will not be billed.

How should PCG expect to receive this information from School District?

Enrollment information will be obtained from the PCG System. The data that generates said information comes from School District.

2. Service Date Span

REQUIREMENT: Each service submitted to Medicaid must be within the time period that the student is covered by Medicaid.

PCG will check Medicaid Service Dates, based on School District data.

Before billing Medicaid, PCG will check Medicaid enrollment data to confirm that the service delivery dates are within the Medicaid date spans obtained from the State Medicaid agency. If the service date is not within the Medicaid date spans, the service will not be billed.

How should PCG expect to receive this information from School District?

Service information will be obtained from the PCG System generated by the data entered by School District.

3. Age

REQUIREMENT:Each service submitted to Medicaid must be age-appropriate.

School District is responsible to provide correct student demographic data necessary to determine if the student is the required age.

PCG will check student Age, based on School District data.

Before billing Medicaid, PCG will check that the student is the required age on the date of service, based on Medicaid rules for the type of service submitted. For example, a student must be 3 years and older to receive a school-aged service. If the student is not of the appropriate age, then the service will not be billed.

How should PCG expect to receive this information from School District?

Demographic info will be obtained from the PCG System. The data that generates said information comes from School District.

Age Range: Between 3 years and less than 21 years as of the date of the school-based service.

4. Diagnosis Code

REQUIREMENT:Each service submitted to Medicaid must include a diagnosis code.

School District is responsible for verifying that the appropriate diagnosis code is selected and documented in the PCG system.

PCG will check that the School District provided a diagnosis code, based on School District data.

Before billing Medicaid, PCG will check that School District has provided a diagnosis code pursuant to OHCA Policies and Rules **317:30-5-4**. If a diagnosis code is not provided by the School District, the service will not be billed.

Please select the method by which diagnosis codes are provided to PCG:

Provider-selected diagnosis code will be documented in the service log in the PCG System by the School District. PCG will extract the diagnosis codes prior to each billing cycle.

School District is responsible for verifying that the appropriate diagnosis code is selected and on file.

5. Individualized Education Program (IEP) Dates

REQUIREMENT: Each service submitted by School District to PCG that requires an IEP for Medicaid billing must be supported by an IEP effective on the date of service documented by School District. It is School Districts responsibility to make sure that the IEP includes the students name; description of medical condition; achievable, measurable, time-related goals and objectives that are related to the functioning of the student; the type of services the student will need, and the frequency and estimated length of treatments; and the duration of treatment. Note - PCG will not check or confirm that the IEP includes these items; School District must check and confirm that the applicable IEP has all necessary information for any service that School District submitted pursuant to that IEP. The recommendation for the services identified in the IEP, and the recommendation for the appropriate scope, frequency, and duration of the service, must be made by a licensed practitioner of the healing arts operating within their scope of practice.

PCG will check that service delivery dates are within the IEP date span, based on School District data.

Before billing Medicaid, PCG will check that the service delivery dates are within the IEP date span in the PCG System. TM. *It is the responsibility of School District to ensure that the related service is prescribed in the IEP for the appropriate duration to support billing.* If the service date is not within the IEP date span, the service will not be billed.

How should PCG expect to receive this information from School District?

IEP dates will be obtained from the PCG System. The data that generates said information comes from School District.

6. Referral/Order/Physician Authorization

REQUIREMENT: Physical Therapy services must be ordered in writing by a physician (M.D. or D.O.) to be covered by Medicaid; the prescription must be updated annually and maintained in the student's health record.

School District is responsible for ensuring that services with referral/order/physician authorization and those with dates of service within the effective date of the physician's order, authorization or referral are documented in the PCG System.

Before billing a therapy service for Physical Therapy services, PCG will check the date of the physician's order, referral, or authorization, based on School District data.

Before billing Medicaid for a specified therapy service, PCG will check that the date of service is within the effective date of the physician's order, authorization, or referral provided by School District. If the service date is not within the effective dates of the order, authorization, or referral, the service will not be billed.

How should PCG expect to receive this information from the School District?

School District will enter these dates into the PCG System. PCG will extract these dates prior to each billing cycle.

7. Supervisor Sign-Off

REQUIREMENT: Certain specified services may be provided under the direction of or under the supervision of another clinician. For the supervising clinician, under the direction of means that the clinician is supervising the individual's care which, at a minimum, includes seeing the individual initially, prescribing the type of care to be provided, reviewing the need for continued services throughout treatment, assuring professional responsibility for services provided, and ensuring that all services are medically necessary. Under the direction of requires face-to-face contact by the clinician at least at the beginning of treatment and periodically thereafter.

School District is responsible for ensuring that providers who meet the Medicaid qualifications have access to document services in the PCG System and that services delivered by providers requiring Supervisor Sign-Off are approved.

PCG will conduct Supervisor Sign-Off checks prior to billing for Nursing, Occupational Therapy, Physical Therapy, Speech Therapy, Therapeutic Behavioral Health, Hearing and Vision services.

For staff members who require documentation review, the supervising provider will use the service log

approval wizard in the PCG System to approve appropriately supervised services. Before billing for these services, PCG will check to see if the services by providers without full licensure were approved in this way by School District. If the services are not approved in this way by School District the services will not be billed.

How should PCG expect to receive this information from School District?

Service provider (clinicians, assistants and aides) access and usage in the PCG System is managed by School District. The set-up requires School District to maintain and enter any supervisor signoff requirements.

Supervisor signoff information will be obtained from the PCG System. The data that generates said information comes from School District.

8. Provider Qualifications

REQUIREMENTS:All School District service providers (clinicians, assistants, and aides) participating in the Medicaid school-based billing program must meet Medicaid and State license/certification requirements, as specified in State Medicaid billing rules. (Select one policy below.)

School District is responsible for ensuring that providers who meet the Medicaid and State license/certification requirements have access to document services in the PCG System. It is the responsibility of School District to obtain and maintain licensure/certification information.

PCG will conduct a pre-billing check that the date of service was a date on which provider was qualified, based on School District data.

Before billing Medicaid for a documented therapy service, PCG will check that the date of service was within the period that the provider was met Medicaid and State license/certification requirements, based on School District data in the PCG System. If the service date is not within the qualification dates, the service will not be billed.

How should PCG expect to receive this information from School District?

Service provider (clinicians, assistants and aides) access and usage in the PCG System is managed by School District. The set-up requires School District to enter licensure/certification information for Health-related staff and update it at a minimum annually thereafter.

Licensure/certification information will be obtained from the PCG System. The data that generates said information comes from School District.

9. Parental Consent to Access Public Benefits or Insurance

REQUIREMENT:

Under 34 CFR 300.154(d)(2)(iv), a public agency must obtain a one-time written parental consent before accessing a child's or parent's public benefits or insurance for the first time. Paragraph (A) of 300.154(d)(2)(iv) describes the specific elements of the written parental consent that a public agency must obtain under FERPA and IDEA before it may release for billing purposes a child's personally identifiable information to public benefits or insurance program (e.g., Medicaid). Paragraph (B) of 300.154(d)(2)(iv) requires that the onetime consent must specify that the parent understands and agrees that the public agency may access the child's or parent's public benefits or insurance to pay for services. A public agency must also provide initial and annual written notification as described in 34 CFR 300.154(d)(2)(v) to ensure that parents are fully informed of their rights before a public agency can access their or their child's public benefits or insurance to pay for services under the IDEA.

Under all circumstances, School District is responsible for maintaining copies of parental consents to access public benefits as well as written notifications and, if applicable, revocations of such consents.

PCG will conduct a pre-billing check for parental consent to access public benefits, based on School District data.

If the student has a consent date before the service date, and there is no revocation of consent documented thereafter, then the services will pass the check and be eligible for billing. If the service date does not follow an effective parental consent date, the service will not be billed.

How should PCG expect to receive this information from School District?

School District will enter the date of parent consent into PCG System.

10. Non-School Days (Weekends, Holidays, etc.)

REQUIREMENT: Claims may not be submitted for services on days when school is not in session, including but not limited to holidays, professional development days, weather-

related closures, and weekends.

PCG will check Non-School days before billing, based on School District data.

Before billing Medicaid, PCG will check that the date of service does not fall on a Non-School Day as defined in School District's PCG System calendar. If the service date falls on a Non-School Day, the service will not be billed.

PCG will check Weekends before billing, based on School District data.

Before billing Medicaid, PCG will check that the date of service does not fall on a weekend as defined in School District's PCG System calendar. If the service date falls on a weekend, the service will not be billed.

How should PCG expect to receive this information from School District?

Calendar info will be obtained from the PCG System. The data that generates said information comes from School District.

11. Private Insurance

REQUIREMENT:Every service covered by private insurance must be removed from the claim.

PCG will check private insurance data through the Medicaid ID check referenced above.

Before billing Medicaid, PCG will check Medicaid enrollment data to determine if the student has private insurance. If student has private insurance, the service will not be billed.

How should PCG expect to receive this information from School District?

Enrollment information will be obtained from the PCG System. The data that generates said information comes from School District.

12. Prior Authorization

REQUIREMENT:Personal Care services must be prior authorized by the Medicaid agency or an agent of the Medicaid agency to be covered by Medicaid; the prior authorization must be updated annually and maintained in the student's health record.

Before billing for Personal Care services, PCG will check the date of the prior

authorization, based on the School District data.

Before billing Medicaid for a specified therapy service, PCG will check that the date of service is within the effective date of the prior authorization provided by School District. If the service date is not within the effective dates of the order, authorization, or referral, the service will not be billed.

How should PCG expect to receive this information from School District?

School District will enter these dates into the PCG System. PCG will extract these dates prior to each billing cycle.

Save Page

Vendor Information

Company Information

Established in 1986, Public Consulting Group, Inc. (PCG) is a management consulting firm offering strategic planning and implementation, operations improvement, policy development, financial management, systems development, rate setting, revenue maximization, and other management advisory services to government and private health and human services providers. As a privately held company, PCG has the flexibility to properly serve our public sector clients with the highest level of customer service. More than 95% of PCG's clients are public sector agencies or agency providers such as state departments of education, school districts, county offices of education, state and county departments of mental health, developmental disabilities, Medicaid, social services, public welfare, county governments and multi-county entities, cities, and municipalities. Headquartered in Boston, Massachusetts, PCG operates from 44 offices across the U.S. and international offices in Canada, the U.K., and Poland. The team located in the Mid-South office in Nashville, TN will be the dedicated resource to work in partnership with the OSDE to implement the services outlined in this proposal.

PCG's Mission Statement: To be a national leader in assisting state and local governments to dramatically improve their financial and operational performance.

PCG is comprised of five divisions: Education, Health, Human Services, Technology Consulting, and Consumer Direction of Care. This structure allows PCG to address a broad range of public sector needs. It also allows the firm to assemble multidisciplinary teams when required, taking advantage of the specialized expertise and experience of each practice area, to address the multi-dimensional objectives of public sector agencies. Many of PCG's more than 1,400 employees have extensive experience and subject matter knowledge in a range of government-related topics, from child welfare, Temporary Assistance for Needy Families (TANF), Welfare to Work (WtW), and Medicaid and Medicare policy to special education, literacy and learning, and school-based health finance. PCG's current work includes more than 1,500 active contracts in more than 40 states. PCG has a growth model of 20% annually. We have the financial stability, resource depth, and strategic expertise to ensure the success of our solution and partnership with the OSDE.

Statement of Litigation Activity

PCG has had no client-related litigation or pending litigation for the past five years.

Statement of Financial Stability

PCG has achieved double digit growth in all but two of its fiscal years. In FY2011 the firms revenue was approximately \$159 million. For FY 2012, revenue rose to \$193 Million. For FY2013 revenue increased to \$244M. FY14 revenue is expected to exceed \$280 Million. PCG has been profitable in each of its 26 years of operation and is forecast to remain profitable in FY2020.

The Company has a very strong balance sheet as evidenced by its low debt (less than \$25 Million), \$15 million unused credit facility with a major regional bank, over \$20 million of cash on hand and in excess of \$35 million in trade receivables. As a result, management is confident that PCG has the resources and capacity to fund both near term operations and longer term growth.

Contracted Vendor Information

Name	Public Consulting Group, Inc.	Contact Name	Bart Ermeling
State Sec. Registration	0000295905	Contact Title	Associate Manager
DBA Name	Not Applicable	Phone #	405-241-2141
Fax #	855-346-1635		
Tax Identification Number (TIN) and Type:	04-2942913	Federal Employer ID (FEIN)	
Business Address			
Address	P.O. BOX 845308	City	Boston
State	Massachusetts	Remittance Email	info@publicconsultinggroup.com
Zip	02284-5308		
Optional Addresses	- Nashville Office		

Type: Mailing
Address 414 Union Street,
Suite 1100
State Tennessee

City Nashville
Zip+4 37219

**Financial Contact
and Information**

Name Robert Gilleo
Public Consulting
Group, Inc.
**Mailing Address for
Checks** P.O. Box 845308
Boston, MA 02284-
5308

Email rgilleo@pcgus.com
ACH Instructions Bank name: Citizens Bank of
MassachusettsBank routing #: 211070175Account name:
Public Consulting Group,
Inc.Account #: 1109586385

Signatures

In order to participate in this agreement, download the following document: [Contract](#)

Please review and utilize appropriate district policy to execute this agreement. A district representative must sign and date on the signature page (page 10). Once it is signed, please upload entire document with signatures below. This must be done before submission.

Allowable file types are Microsoft Word (.doc/.docx) and Adobe PDF. Files must be less than 3MB in size and the file name should not include special characters (i.e. #, \$, % etc.). Attempting to upload a file that does not comply with these restrictions will result in errors and loss of unsaved data.

Choose File No file chosen

Uploaded Files:

No files are currently uploaded for this page.

THERAPEUTIC HORSEBACK RIDING PROGRAM AGREEMENT

School Year 2025-2026

This Therapeutic Horseback Riding Program Agreement (the "Agreement") dated as of the 1st day of July, 2025, is between **Independent School District No. 16 of Payne County, Oklahoma** ("Stillwater Schools") with a notice address of 314 S. Lewis, Stillwater, Oklahoma 74074, and **Turning Point Ranch Foundation** ("Turning Point"), with a notice address of 385 S. Country Club Rd., Stillwater, OK 74074.

In consideration of the mutual terms, covenants and conditions specified in this Agreement, Stillwater Schools and Turning Point agree as follows:

- 1. The Horseback Riding Program.** Stillwater Schools and Turning Point agree to work together to provide a therapeutic horseback riding program (the "Program") for students with disabilities designated by Stillwater Schools ("Students").
- 2. Duties of Stillwater Schools.** Stillwater Schools will identify the Students for participation in the Program, obtain the necessary medical releases and permission forms required by Turning Point for the Students' participation in the Program and transport the Students to and from the premises of Turning Point for each horseback riding session. Stillwater Schools further agrees that a certified Stillwater Schools teacher or aide with training and equipment to address the particular medical/disability issues of riders (i.e. seizure disorders) shall be present with the Students during each horseback riding session. In addition, Stillwater Schools will make an effort to pass on information to parents such as the Parent's Manual and appropriate riding apparel such as shoes with heels and long pants.
- 3. Turning Point's Duties.** Turning Point agrees to create and administer the Program in a manner appropriate for each designated Student and in accordance with Professional Association of Therapeutic Horsemanship International ("PATH International") guidelines, to provide at least one (1) instructor certified by PATH International to supervise each horseback riding session and to assign and provide one (1) adult to act as leader and two (2) adults to serve as side-walkers for each Student during each horseback riding session as appropriate, i.e. some Students will need more assistance and some need either the independence or lessened stimulation of fewer side walkers.
- 4. Confidentiality.** Turning Point agrees that the individuals performing and/or participating in the services provided to the Students under this Agreement will adhere to all state and federal laws regarding the confidentiality and privacy of the education records and patient healthcare records of students and students with disabilities.
- 6. Background Checks.** Turning Point represents and warrants that the individuals performing the services provided to the Students under this Agreement have not been convicted of a felony, a sex offense subject to the Sex Offenders Registration Act in Oklahoma or the sex offender registration provisions of another state or federal law.

- 7. Compensation.** Stillwater Schools agrees to pay Turning Point the sum of \$100 per lesson to include four (4) students per lesson. A maximum of four (4) lessons will be offered per day for a total possible amount of \$400 per day for no more than ninety (90) days during the contract period. Turning Point will invoice for services at the end of each month. Payment will be made within thirty (30) days of receipt of invoice.
- 8. Term and Termination.** This Agreement is effective as of July 1, 2025, and shall continue in effect through June 30, 2026, unless terminated earlier as provided herein. Either party may terminate this Agreement upon fourteen (14) days' written notice.
- 9. Independent Contractor Status.** Each party is acting as an independent contractor and no employee or subcontractor of either party shall be deemed to be an employee of the other. No party undertakes by this Agreement or otherwise, to perform any obligation of the other party, whether regulatory or contractual, or to assume any responsibility for the other party's actions, business or operations. No party shall have the authority to bind, commit or incur any liability on behalf of the other party or to otherwise act in any way as an agent or representative of the other party.
- 10. Force Majeure.** No party shall be responsible for any failure or delay in the performance of any obligations due to any cause beyond its reasonable control, including, but not limited to, any such delay or failure arising from third party labor disputes, third party strikes, other third party labor or industrial disturbances, acts of God, pandemic, floods, lightning, earthquakes, shortages of materials, rationing, utility or communication failures, fire, casualty, war, acts of public enemy, riots, insurrections, embargoes, blockages, actions, restrictions, and new or changed regulations or orders of any governmental authority; provided that the party claiming the force majeure event has given the other party reasonably prompt notice of the event.
- 11. Notices.** All notices given hereunder shall be in writing and shall be given or sent by (i) certified, first class, U.S. mail to the party at the addresses herein or at such other addresses of which either party may give notice; (ii) confirmed facsimile; or (iii) nationally recognized courier service to the party at the address herein or at such other address of which either party may give notice.
- 12. Insurance.** Turning Point warrants and represents that the individuals providing the services under this Agreement are insured and will remain insured during the term of and while performing the services set forth in this Agreement, for personal injury, death, property damage, general liability and workers' compensation that covers the horseback riding sessions contemplated by this Agreement. Turning Point will furnish the District a copy of the current insurance policies and Certificates of Insurance that reflect such coverage upon request.
- 13. Miscellaneous.** This Agreement embodies the entire agreement and understanding between Stillwater Schools and Turning Point relating to the subject matter of this Agreement, and supersedes all previous communications, representations, understandings, and agreements, whether oral or written. This Agreement is to be

governed by and construed in accordance with the laws, excluding the conflict laws, of the State of Oklahoma. This Agreement may be amended only in writing signed by both parties. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then that provision will be severed from this Agreement and any remaining provisions will continue in full force and effect. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties to this Agreement and their respective successors and permitted assigns. This Agreement may not be assigned by either party without the prior written consent of the other party. No waiver by any party hereto of any breach of any provision herein shall constitute waiver of any other provision nor shall such waiver constitute consent that the breach may continue or that any other breach will be waived. In the event of any suits or actions or other proceedings to enforce the terms of this agreement, the prevailing party shall be entitled to recover its reasonable attorney fees and other costs and expenses incurred therein.

- 14. Non-Discrimination.** The parties to this Agreement represent and warrant that they do not discriminate on the basis of race, color, religion, sex, national origin, age, disability or veteran status in the performance of their services.

INDEPENDENT SCHOOL DISTRICT NO. 16
OF PAYNE COUNTY, OKLAHOMA

By: _____
President, Board of Education

TURNING POINT RANCH FOUNDATION

By:  _____
Board President



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 12, 2025

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.

Request for Transfer of Funds between Activity Accounts

Date: 08/27/2025 School: High School

Name of Requestor/Sponsor: Tracy Sodowsky

Signature of Requestor/Sponsor: *[Signature]*

Approval of Supervisor/Principal: *[Signature]*

#971 Concessions

#975 Girls Basketball

Move from
Paying Account Name & No.

Move to
Receiving Account Name & No.

Amount to be transferred: \$500

Reason for Moving funds:
PO 25601143 - FY2024-25 (Denied payment to boosters for working football concessions on 11/22/2024)

TO BE COMPLETED BY DISTRICT ACTIVITY FUND CLERK

Date Approved by Board of Education: _____

Keep for Audit Records

Stillwater Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/2/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 800 CLEARING/SWEEP							
050 DISTRICT WIDE	\$118,973.64	\$12,723.70	\$0.00	\$19,968.00	\$111,729.34	\$3,298.96	\$108,430.38
Total Project - 800 CLEARING/SWEEP	\$118,973.64	\$12,723.70	\$0.00	\$19,968.00	\$111,729.34	\$3,298.96	\$108,430.38
Project - 801 STUDENT SUPPLIES							
050 DISTRICT WIDE	\$63,437.56	\$99,518.07	\$0.00	\$0.00	\$162,955.63	\$0.00	\$162,955.63
053 CURRICULUM	\$60,117.08	\$0.00	\$0.00	\$60,000.00	\$117.08	\$0.00	\$117.08
105 HIGHLAND PARK ELEMENTARY	\$17,079.33	\$10,000.00	\$0.00	\$229.04	\$26,850.29	\$1,570.17	\$25,280.12
115 SANGRE RIDGE ELEMENTARY	\$4,950.44	\$10,000.00	\$0.00	\$2,914.04	\$12,036.40	\$559.62	\$11,476.78
120 SKYLINE ELEMENTARY	\$14,536.90	\$10,260.00	\$0.00	\$272.68	\$24,524.22	\$1,461.60	\$23,062.62
125 WESTWOOD ELEMENTARY	\$10,521.75	\$10,000.00	\$0.00	\$200.00	\$20,321.75	\$92.88	\$20,228.87
130 WILL ROGERS ELEMENTARY	\$4,741.64	\$10,000.00	\$0.00	\$5,086.25	\$9,655.39	\$1,234.79	\$8,420.60
135 RICHMOND ELEMENTARY	\$13,491.15	\$10,000.00	\$0.00	\$3,904.12	\$19,587.03	\$1,927.77	\$17,659.26
Total Project - 801 STUDENT SUPPLIES	\$188,875.85	\$159,778.07	\$0.00	\$72,606.13	\$276,047.79	\$6,846.83	\$269,200.96
Project - 802 COURTESY/APPRECIATION FUND							
115 SANGRE RIDGE ELEMENTARY	\$679.50	\$680.00	\$0.00	\$0.00	\$1,359.50	\$0.00	\$1,359.50
505 STILLWATER MIDDLE SCHOOL	\$494.99	\$0.00	\$0.00	\$0.00	\$494.99	\$0.00	\$494.99
610 STILLWATER JUNIOR HIGH SCHOOL	\$946.09	\$0.00	\$0.00	\$0.00	\$946.09	\$0.00	\$946.09
705 STILLWATER HIGH SCHOOL	\$5,622.59	\$0.00	\$0.00	\$0.00	\$5,622.59	\$150.00	\$5,472.59
Total Project - 802 COURTESY/APPRECIATION FUND	\$7,743.17	\$680.00	\$0.00	\$0.00	\$8,423.17	\$150.00	\$8,273.17
Project - 803 LIBRARY							
105 HIGHLAND PARK ELEMENTARY	\$5,279.85	\$0.00	\$0.00	\$0.00	\$5,279.85	\$0.00	\$5,279.85
115 SANGRE RIDGE ELEMENTARY	\$5,404.27	\$31.00	\$0.00	\$174.75	\$5,260.52	\$0.00	\$5,260.52
120 SKYLINE ELEMENTARY	\$813.74	\$370.00	\$0.00	\$50.00	\$1,133.74	\$0.00	\$1,133.74
125 WESTWOOD ELEMENTARY	\$3,484.96	\$1,509.73	\$0.00	\$0.00	\$4,994.69	\$120.00	\$4,874.69
130 WILL ROGERS ELEMENTARY	\$3,042.71	\$36.00	\$0.00	\$0.00	\$3,078.71	\$239.00	\$2,839.71
135 RICHMOND ELEMENTARY	\$1,349.67	\$10.00	\$0.00	\$0.00	\$1,359.67	\$0.00	\$1,359.67
505 STILLWATER MIDDLE SCHOOL	\$1,875.97	\$0.00	\$0.00	\$0.00	\$1,875.97	\$0.00	\$1,875.97
610 STILLWATER JUNIOR HIGH SCHOOL	\$487.35	\$0.00	\$0.00	\$0.00	\$487.35	\$400.00	\$87.35
705 STILLWATER HIGH SCHOOL	\$247.13	\$0.00	\$0.00	\$0.00	\$247.13	\$0.00	\$247.13
Total Project - 803 LIBRARY	\$21,985.65	\$1,956.73	\$0.00	\$224.75	\$23,717.63	\$759.00	\$22,958.63
Project - 805 SITE GENERAL ACTIVITY FUND							
115 SANGRE RIDGE ELEMENTARY	\$14,097.53	\$5,100.00	\$0.00	\$676.75	\$18,520.78	\$1,298.45	\$17,222.33
125 WESTWOOD ELEMENTARY	\$0.00	\$48.06	\$0.00	\$0.00	\$48.06	\$0.00	\$48.06
135 RICHMOND ELEMENTARY	\$15,286.28	\$5,100.00	\$0.00	\$585.99	\$19,800.29	\$1,110.00	\$18,690.29
610 STILLWATER JUNIOR HIGH SCHOOL	\$10,166.76	\$4,020.39	\$0.00	\$2,068.42	\$12,118.73	\$3,220.81	\$8,897.92
700 LINCOLN ACADEMY	\$662.20	\$100.00	\$0.00	\$429.30	\$332.90	\$165.00	\$167.90
705 STILLWATER HIGH SCHOOL	\$5,253.26	\$495.40	\$0.00	\$0.00	\$5,748.66	\$2,154.00	\$3,594.66
Total Project - 805 SITE GENERAL ACTIVITY FUND	\$45,466.03	\$14,863.85	\$0.00	\$3,760.46	\$56,569.42	\$7,948.26	\$48,621.16
Project - 806 FACILITY RENTALS							
105 HIGHLAND PARK ELEMENTARY	\$5,736.97	\$0.00	\$0.00	\$0.00	\$5,736.97	\$0.00	\$5,736.97
130 WILL ROGERS ELEMENTARY	\$23.18	\$0.00	\$0.00	\$0.00	\$23.18	\$0.00	\$23.18
135 RICHMOND ELEMENTARY	\$966.65	\$0.00	\$0.00	\$0.00	\$966.65	\$0.00	\$966.65
505 STILLWATER MIDDLE SCHOOL	\$3,180.77	\$0.00	\$0.00	\$0.00	\$3,180.77	\$0.00	\$3,180.77
Total Project - 806 FACILITY RENTALS	\$9,907.57	\$0.00	\$0.00	\$0.00	\$9,907.57	\$0.00	\$9,907.57
Project - 807 SPECIAL EVENTS							
050 DISTRICT WIDE	\$11,778.08	\$0.00	\$0.00	\$162.00	\$11,616.08	\$0.00	\$11,616.08
105 HIGHLAND PARK ELEMENTARY	\$15,686.56	\$6,100.00	\$0.00	\$398.83	\$21,387.73	\$913.26	\$20,474.47
120 SKYLINE ELEMENTARY	\$9,416.90	\$5,100.00	\$0.00	\$136.50	\$14,380.40	\$885.00	\$13,495.40
125 WESTWOOD ELEMENTARY	\$16,406.60	\$5,100.00	\$0.00	\$178.55	\$21,328.05	\$1,499.74	\$19,828.31
130 WILL ROGERS ELEMENTARY	\$20,780.51	\$10,100.00	\$0.00	\$2,144.50	\$28,736.01	\$3,217.13	\$25,518.88
505 STILLWATER MIDDLE SCHOOL	\$19,520.72	\$8,354.86	\$0.00	\$965.79	\$26,909.79	\$2,742.43	\$24,167.36
715 TRANSPORTATION	\$15,734.02	\$0.00	\$0.00	\$791.25	\$14,942.77	\$1,582.29	\$13,360.48
Total Project - 807 SPECIAL EVENTS	\$109,323.39	\$34,754.86	\$0.00	\$4,777.42	\$139,300.83	\$10,839.85	\$128,460.98
Project - 812 PARKING FEES							
705 STILLWATER HIGH SCHOOL	\$15,922.81	\$11,540.00	\$0.00	\$4,328.74	\$23,134.07	\$4,356.57	\$18,777.50
Total Project - 812 PARKING FEES	\$15,922.81	\$11,540.00	\$0.00	\$4,328.74	\$23,134.07	\$4,356.57	\$18,777.50

Stillwater Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/2/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 813 LOCKER							
610 STILLWATER JUNIOR HIGH SCHOOL	\$2,929.60	\$0.00	\$0.00	\$0.00	\$2,929.60	\$0.00	\$2,929.60
Total Project - 813 LOCKER	\$2,929.60	\$0.00	\$0.00	\$0.00	\$2,929.60	\$0.00	\$2,929.60
Project - 814 HUMAN RESOURCES							
050 DISTRICT WIDE	\$1,380.63	\$0.00	\$0.00	\$0.00	\$1,380.63	\$0.00	\$1,380.63
Total Project - 814 HUMAN RESOURCES	\$1,380.63	\$0.00	\$0.00	\$0.00	\$1,380.63	\$0.00	\$1,380.63
Project - 816 PIONEER PANTRY							
050 DISTRICT WIDE	\$34,514.35	\$3,208.16	\$0.00	\$0.00	\$37,722.51	\$2,500.00	\$35,222.51
Total Project - 816 PIONEER PANTRY	\$34,514.35	\$3,208.16	\$0.00	\$0.00	\$37,722.51	\$2,500.00	\$35,222.51
Project - 817 PERFORMING ARTS CENTER							
705 STILLWATER HIGH SCHOOL	\$47,151.53	\$0.00	\$0.00	\$630.00	\$46,521.53	\$8,083.94	\$38,437.59
Total Project - 817 PERFORMING ARTS CENTER	\$47,151.53	\$0.00	\$0.00	\$630.00	\$46,521.53	\$8,083.94	\$38,437.59
Project - 818 WORK KEYS							
050 DISTRICT WIDE	\$864.00	\$0.00	\$0.00	\$67.50	\$796.50	\$0.00	\$796.50
Total Project - 818 WORK KEYS	\$864.00	\$0.00	\$0.00	\$67.50	\$796.50	\$0.00	\$796.50
Project - 820 THANKS A LATTE CART							
105 HIGHLAND PARK ELEMENTARY	\$1,001.11	\$0.00	\$0.00	\$0.00	\$1,001.11	\$0.00	\$1,001.11
Total Project - 820 THANKS A LATTE CART	\$1,001.11	\$0.00	\$0.00	\$0.00	\$1,001.11	\$0.00	\$1,001.11
Project - 828 SPECIAL EDUCATION							
050 DISTRICT WIDE	\$29,636.85	\$0.00	\$0.00	\$371.68	\$29,265.17	\$190.93	\$29,074.24
Total Project - 828 SPECIAL EDUCATION	\$29,636.85	\$0.00	\$0.00	\$371.68	\$29,265.17	\$190.93	\$29,074.24
Project - 829 TECHNOLOGY							
050 DISTRICT WIDE	\$2,672.95	\$0.00	\$0.00	\$0.00	\$2,672.95	\$0.00	\$2,672.95
Total Project - 829 TECHNOLOGY	\$2,672.95	\$0.00	\$0.00	\$0.00	\$2,672.95	\$0.00	\$2,672.95
Project - 830 PROFESSIONAL DEVELOPMENT							
050 DISTRICT WIDE	\$13,258.56	\$10,157.48	\$0.00	\$866.81	\$22,549.23	\$2,150.00	\$20,399.23
Total Project - 830 PROFESSIONAL DEVELOPMENT	\$13,258.56	\$10,157.48	\$0.00	\$866.81	\$22,549.23	\$2,150.00	\$20,399.23
Project - 831 PIONEER BOOK BUS							
050 DISTRICT WIDE	\$4,621.55	\$0.00	\$0.00	\$0.00	\$4,621.55	\$0.00	\$4,621.55
Total Project - 831 PIONEER BOOK BUS	\$4,621.55	\$0.00	\$0.00	\$0.00	\$4,621.55	\$0.00	\$4,621.55
Project - 832 GRADY LAMBERT MEMORIAL LIBRARY							
700 LINCOLN ACADEMY	\$6,292.18	\$0.00	\$0.00	\$1,150.00	\$5,142.18	\$0.00	\$5,142.18
Total Project - 832 GRADY LAMBERT MEMORIAL LIBRARY	\$6,292.18	\$0.00	\$0.00	\$1,150.00	\$5,142.18	\$0.00	\$5,142.18
Project - 833 AFTER SCHOOL PROGRAMS							
050 DISTRICT WIDE	\$25,966.26	\$0.00	\$0.00	\$0.00	\$25,966.26	\$0.00	\$25,966.26
Total Project - 833 AFTER SCHOOL PROGRAMS	\$25,966.26	\$0.00	\$0.00	\$0.00	\$25,966.26	\$0.00	\$25,966.26
Project - 834 AFTER SCHOOL CHILDCARE							
050 DISTRICT WIDE	\$379,472.97	\$53,476.69	\$0.00	\$47,533.24	\$385,416.42	\$215,722.49	\$169,693.93
Total Project - 834 AFTER SCHOOL CHILDCARE	\$379,472.97	\$53,476.69	\$0.00	\$47,533.24	\$385,416.42	\$215,722.49	\$169,693.93
Project - 835 TEACHER OF THE YEAR							
050 DISTRICT WIDE	\$856.35	\$2,500.00	\$0.00	\$0.00	\$3,356.35	\$0.00	\$3,356.35
Total Project - 835 TEACHER OF THE YEAR	\$856.35	\$2,500.00	\$0.00	\$0.00	\$3,356.35	\$0.00	\$3,356.35
Project - 836 SUPPORT EMPLOYEE OF THE YEAR							
050 DISTRICT WIDE	\$300.14	\$1,500.00	\$0.00	\$0.00	\$1,800.14	\$0.00	\$1,800.14
Total Project - 836 SUPPORT EMPLOYEE OF THE YEAR	\$300.14	\$1,500.00	\$0.00	\$0.00	\$1,800.14	\$0.00	\$1,800.14
Project - 838 SUPERINTENDENT/BOE							
050 DISTRICT WIDE	\$8,448.62	\$15,096.62	\$0.00	\$0.00	\$23,545.24	\$3,567.12	\$19,978.12
Total Project - 838 SUPERINTENDENT/BOE	\$8,448.62	\$15,096.62	\$0.00	\$0.00	\$23,545.24	\$3,567.12	\$19,978.12
Project - 839 STILLWATER PUBLIC EDUCATION FOUNDATION GRANTS							
050 DISTRICT WIDE	\$13,943.50	\$10,087.12	\$0.00	\$9,927.96	\$14,102.66	\$1,187.50	\$12,915.16
105 HIGHLAND PARK ELEMENTARY	\$3,035.14	\$1,350.00	\$0.00	\$0.00	\$4,385.14	\$0.00	\$4,385.14
115 SANGRE RIDGE ELEMENTARY	\$373.30	\$1,350.00	\$0.00	\$0.00	\$1,723.30	\$1,524.60	\$198.70

Stillwater Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/2/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 839 STILLWATER PUBLIC EDUCATION FOUNDATION GRANTS							
120 SKYLINE ELEMENTARY	\$2,823.79	\$1,350.00	\$0.00	\$0.00	\$4,173.79	\$0.00	\$4,173.79
125 WESTWOOD ELEMENTARY	\$210.96	\$1,350.00	\$0.00	\$0.00	\$1,560.96	\$0.00	\$1,560.96
130 WILL ROGERS ELEMENTARY	\$304.73	\$1,350.00	\$0.00	\$0.00	\$1,654.73	\$1,000.00	\$654.73
135 RICHMOND ELEMENTARY	\$98.24	\$1,350.00	\$0.00	\$0.00	\$1,448.24	\$1,444.32	\$3.92
505 STILLWATER MIDDLE SCHOOL	\$1,450.21	\$350.00	\$0.00	\$0.00	\$1,800.21	\$0.00	\$1,800.21
610 STILLWATER JUNIOR HIGH SCHOOL	\$651.62	\$350.00	\$0.00	\$0.00	\$1,001.62	\$0.00	\$1,001.62
700 LINCOLN ACADEMY	\$228.96	\$350.00	\$0.00	\$0.00	\$578.96	\$0.00	\$578.96
705 STILLWATER HIGH SCHOOL	\$1,296.51	\$350.00	\$0.00	\$0.00	\$1,646.51	\$0.00	\$1,646.51
Total Project - 839 STILLWATER PUBLIC EDUCATION FOUNDATION GRANTS	\$24,416.96	\$19,587.12	\$0.00	\$9,927.96	\$34,076.12	\$5,156.42	\$28,919.70
Project - 840 OPEN DOORS (INTERNATIONAL FAMILIES PROGRAM)							
050 DISTRICT WIDE	\$201.65	\$0.00	\$0.00	\$0.00	\$201.65	\$0.00	\$201.65
Total Project - 840 OPEN DOORS (INTERNATIONAL FAMILIES PROGRAM)	\$201.65	\$0.00	\$0.00	\$0.00	\$201.65	\$0.00	\$201.65
Project - 843 FACILITIES DEPARTMENT							
050 DISTRICT WIDE	\$3,467.87	\$39.00	\$0.00	\$0.00	\$3,506.87	\$150.00	\$3,356.87
Total Project - 843 FACILITIES DEPARTMENT	\$3,467.87	\$39.00	\$0.00	\$0.00	\$3,506.87	\$150.00	\$3,356.87
Project - 845 REFUGEE SCHOOL IMPACT (RSI)							
050 DISTRICT WIDE	\$3,996.49	\$0.00	\$0.00	\$0.00	\$3,996.49	\$0.00	\$3,996.49
Total Project - 845 REFUGEE SCHOOL IMPACT (RSI)	\$3,996.49	\$0.00	\$0.00	\$0.00	\$3,996.49	\$0.00	\$3,996.49
Project - 846 PSO FUND							
705 STILLWATER HIGH SCHOOL	\$0.00	\$130.76	\$0.00	\$0.00	\$130.76	\$0.00	\$130.76
Total Project - 846 PSO FUND	\$0.00	\$130.76	\$0.00	\$0.00	\$130.76	\$0.00	\$130.76
Project - 848 BREW CREW							
130 WILL ROGERS ELEMENTARY	\$23.69	\$0.00	\$0.00	\$0.00	\$23.69	\$0.00	\$23.69
Total Project - 848 BREW CREW	\$23.69	\$0.00	\$0.00	\$0.00	\$23.69	\$0.00	\$23.69
Project - 850 GRANT							
115 SANGRE RIDGE ELEMENTARY	\$37.21	\$0.00	\$0.00	\$0.00	\$37.21	\$0.00	\$37.21
700 LINCOLN ACADEMY	\$2,888.15	\$0.00	\$0.00	\$0.00	\$2,888.15	\$0.00	\$2,888.15
Total Project - 850 GRANT	\$2,925.36	\$0.00	\$0.00	\$0.00	\$2,925.36	\$0.00	\$2,925.36
Project - 851 TEACHER GRANTS							
120 SKYLINE ELEMENTARY	\$2,119.21	\$0.00	\$0.00	\$0.00	\$2,119.21	\$0.00	\$2,119.21
Total Project - 851 TEACHER GRANTS	\$2,119.21	\$0.00	\$0.00	\$0.00	\$2,119.21	\$0.00	\$2,119.21
Project - 854 SPS STAFF WELLNESS							
050 DISTRICT WIDE	\$17.52	\$0.00	\$0.00	\$0.00	\$17.52	\$0.00	\$17.52
Total Project - 854 SPS STAFF WELLNESS	\$17.52	\$0.00	\$0.00	\$0.00	\$17.52	\$0.00	\$17.52
Project - 856 DONATIONS							
125 WESTWOOD ELEMENTARY	\$2,735.48	\$0.00	\$0.00	\$0.00	\$2,735.48	\$0.00	\$2,735.48
Total Project - 856 DONATIONS	\$2,735.48	\$0.00	\$0.00	\$0.00	\$2,735.48	\$0.00	\$2,735.48
Project - 857 PTA DONATIONS							
125 WESTWOOD ELEMENTARY	\$4,850.91	\$0.00	\$0.00	\$0.00	\$4,850.91	\$0.00	\$4,850.91
Total Project - 857 PTA DONATIONS	\$4,850.91	\$0.00	\$0.00	\$0.00	\$4,850.91	\$0.00	\$4,850.91
Project - 858 FRIENDS OF LINCOLN ACADEMY							
700 LINCOLN ACADEMY	\$8,489.98	\$500.00	\$0.00	\$544.14	\$8,445.84	\$82.99	\$8,362.85
Total Project - 858 FRIENDS OF LINCOLN ACADEMY	\$8,489.98	\$500.00	\$0.00	\$544.14	\$8,445.84	\$82.99	\$8,362.85
Project - 859 SUPPORT OF HOMELESS STUDENTS DONATION FUND							
050 DISTRICT WIDE	\$4,175.99	\$0.00	\$0.00	\$0.00	\$4,175.99	\$0.00	\$4,175.99
Total Project - 859 SUPPORT OF HOMELESS STUDENTS DONATION FUND	\$4,175.99	\$0.00	\$0.00	\$0.00	\$4,175.99	\$0.00	\$4,175.99
Project - 860 CLASS OF 1963							
705 STILLWATER HIGH SCHOOL	\$1,853.00	\$0.00	\$0.00	\$0.00	\$1,853.00	\$0.00	\$1,853.00
Total Project - 860 CLASS OF 1963	\$1,853.00	\$0.00	\$0.00	\$0.00	\$1,853.00	\$0.00	\$1,853.00
Project - 865 CHROMEBOOK REPLACEMENT/REPAIR							
050 DISTRICT WIDE	\$2,288.58	\$67,065.00	\$0.00	\$0.00	\$69,353.58	\$0.00	\$69,353.58

Stillwater Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/2/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 865 CHROMEBOOK REPLACEMENT/REPAIR							
Total Project - 865 CHROMEBOOK REPLACEMENT/REPAIR	\$2,288.58	\$67,065.00	\$0.00	\$0.00	\$69,353.58	\$0.00	\$69,353.58
Project - 874 ADVANCED ART							
705 STILLWATER HIGH SCHOOL	\$533.12	\$1,485.00	\$0.00	\$0.00	\$2,018.12	\$865.37	\$1,152.75
Total Project - 874 ADVANCED ART	\$533.12	\$1,485.00	\$0.00	\$0.00	\$2,018.12	\$865.37	\$1,152.75
Project - 876 ART							
105 HIGHLAND PARK ELEMENTARY	\$10.02	\$0.00	\$0.00	\$0.00	\$10.02	\$0.00	\$10.02
610 STILLWATER JUNIOR HIGH SCHOOL	\$133.16	\$1,260.00	\$0.00	\$0.00	\$1,393.16	\$0.00	\$1,393.16
705 STILLWATER HIGH SCHOOL	\$813.14	\$325.00	\$0.00	\$0.00	\$1,138.14	\$0.00	\$1,138.14
Total Project - 876 ART	\$956.32	\$1,585.00	\$0.00	\$0.00	\$2,541.32	\$0.00	\$2,541.32
Project - 878 POTTERY							
705 STILLWATER HIGH SCHOOL	\$1,764.90	\$1,545.00	\$0.00	\$1,262.78	\$2,047.12	\$840.60	\$1,206.52
Total Project - 878 POTTERY	\$1,764.90	\$1,545.00	\$0.00	\$1,262.78	\$2,047.12	\$840.60	\$1,206.52
Project - 880 SCIENCE							
610 STILLWATER JUNIOR HIGH SCHOOL	\$564.09	\$0.00	\$0.00	\$0.00	\$564.09	\$0.00	\$564.09
Total Project - 880 SCIENCE	\$564.09	\$0.00	\$0.00	\$0.00	\$564.09	\$0.00	\$564.09
Project - 883 SPEECH & DRAMA							
610 STILLWATER JUNIOR HIGH SCHOOL	\$6,565.85	\$69.25	\$0.00	\$299.00	\$6,336.10	\$0.00	\$6,336.10
Total Project - 883 SPEECH & DRAMA	\$6,565.85	\$69.25	\$0.00	\$299.00	\$6,336.10	\$0.00	\$6,336.10
Project - 885 INSTRUCTIONAL							
705 STILLWATER HIGH SCHOOL	\$16,497.13	\$119.00	\$0.00	\$775.08	\$15,841.05	\$1,500.00	\$14,341.05
Total Project - 885 INSTRUCTIONAL	\$16,497.13	\$119.00	\$0.00	\$775.08	\$15,841.05	\$1,500.00	\$14,341.05
Project - 901 ACADEMIC TEAM							
705 STILLWATER HIGH SCHOOL	\$1,181.82	\$37.00	\$0.00	\$0.00	\$1,218.82	\$0.00	\$1,218.82
Total Project - 901 ACADEMIC TEAM	\$1,181.82	\$37.00	\$0.00	\$0.00	\$1,218.82	\$0.00	\$1,218.82
Project - 903 AFRICAN AMERICAN STUDENT ASSOCIATION							
705 STILLWATER HIGH SCHOOL	\$477.59	\$0.00	\$0.00	\$0.00	\$477.59	\$0.00	\$477.59
Total Project - 903 AFRICAN AMERICAN STUDENT ASSOCIATION	\$477.59	\$0.00	\$0.00	\$0.00	\$477.59	\$0.00	\$477.59
Project - 904 ART CLUB							
505 STILLWATER MIDDLE SCHOOL	\$1,692.53	\$0.00	\$0.00	\$0.00	\$1,692.53	\$0.00	\$1,692.53
610 STILLWATER JUNIOR HIGH SCHOOL	\$123.39	\$660.00	\$0.00	\$0.00	\$783.39	\$0.00	\$783.39
705 STILLWATER HIGH SCHOOL	\$422.82	\$0.00	\$0.00	\$0.00	\$422.82	\$100.00	\$322.82
Total Project - 904 ART CLUB	\$2,238.74	\$660.00	\$0.00	\$0.00	\$2,898.74	\$100.00	\$2,798.74
Project - 905 BAND							
705 STILLWATER HIGH SCHOOL	\$125,168.81	\$9,444.00	\$0.00	\$1,562.46	\$133,050.35	\$39,759.70	\$93,290.65
Total Project - 905 BAND	\$125,168.81	\$9,444.00	\$0.00	\$1,562.46	\$133,050.35	\$39,759.70	\$93,290.65
Project - 906 BEST BUDDIES							
705 STILLWATER HIGH SCHOOL	\$633.15	\$0.00	\$0.00	\$0.00	\$633.15	\$400.20	\$232.95
Total Project - 906 BEST BUDDIES	\$633.15	\$0.00	\$0.00	\$0.00	\$633.15	\$400.20	\$232.95
Project - 907 BETA CLUB							
610 STILLWATER JUNIOR HIGH SCHOOL	\$2,540.08	\$0.00	\$0.00	\$0.00	\$2,540.08	\$0.00	\$2,540.08
705 STILLWATER HIGH SCHOOL	\$3,958.09	\$0.00	\$0.00	\$0.00	\$3,958.09	\$0.00	\$3,958.09
Total Project - 907 BETA CLUB	\$6,498.17	\$0.00	\$0.00	\$0.00	\$6,498.17	\$0.00	\$6,498.17
Project - 909 BUSINESS PROFESSIONALS OF AMERICA							
610 STILLWATER JUNIOR HIGH SCHOOL	\$169.40	\$0.00	\$0.00	\$0.00	\$169.40	\$0.00	\$169.40
705 STILLWATER HIGH SCHOOL	\$15.02	\$0.00	\$0.00	\$0.00	\$15.02	\$0.00	\$15.02
Total Project - 909 BUSINESS PROFESSIONALS OF AMERICA	\$184.42	\$0.00	\$0.00	\$0.00	\$184.42	\$0.00	\$184.42
Project - 912 N/A							
705 STILLWATER HIGH SCHOOL	\$626.34	\$0.00	\$0.00	\$0.00	\$626.34	\$0.00	\$626.34
Total Project - 912 N/A	\$626.34	\$0.00	\$0.00	\$0.00	\$626.34	\$0.00	\$626.34
Project - 915 FCCLA							
610 STILLWATER JUNIOR HIGH SCHOOL	\$801.93	\$540.00	\$0.00	\$40.00	\$1,301.93	\$60.00	\$1,241.93
705 STILLWATER HIGH SCHOOL	\$1,953.16	\$446.00	\$0.00	\$1,189.00	\$1,210.16	\$916.74	\$293.42
Total Project - 915 FCCLA	\$2,755.09	\$986.00	\$0.00	\$1,229.00	\$2,512.09	\$976.74	\$1,535.35
Project - 916 FFA							

Stillwater Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/2/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 916 FFA							
705 STILLWATER HIGH SCHOOL	\$23,891.11	\$2,090.00	\$0.00	\$13,213.18	\$12,767.93	\$10,095.22	\$2,672.71
Total Project - 916 FFA	\$23,891.11	\$2,090.00	\$0.00	\$13,213.18	\$12,767.93	\$10,095.22	\$2,672.71
Project - 917 FRENCH CLUB							
705 STILLWATER HIGH SCHOOL	\$135.95	\$0.00	\$0.00	\$0.00	\$135.95	\$0.00	\$135.95
Total Project - 917 FRENCH CLUB	\$135.95	\$0.00	\$0.00	\$0.00	\$135.95	\$0.00	\$135.95
Project - 924 KEY CLUB							
705 STILLWATER HIGH SCHOOL	\$32.62	\$0.00	\$0.00	\$0.00	\$32.62	\$0.00	\$32.62
Total Project - 924 KEY CLUB	\$32.62	\$0.00	\$0.00	\$0.00	\$32.62	\$0.00	\$32.62
Project - 925 MOCK TRIAL							
705 STILLWATER HIGH SCHOOL	\$292.21	\$0.00	\$0.00	\$0.00	\$292.21	\$0.00	\$292.21
Total Project - 925 MOCK TRIAL	\$292.21	\$0.00	\$0.00	\$0.00	\$292.21	\$0.00	\$292.21
Project - 926 MU ALPHA THETA							
705 STILLWATER HIGH SCHOOL	\$1,125.48	\$0.00	\$0.00	\$0.00	\$1,125.48	\$0.00	\$1,125.48
Total Project - 926 MU ALPHA THETA	\$1,125.48	\$0.00	\$0.00	\$0.00	\$1,125.48	\$0.00	\$1,125.48
Project - 927 NATIONAL HONOR SOCIETY							
705 STILLWATER HIGH SCHOOL	\$8,857.35	\$0.00	\$0.00	\$385.00	\$8,472.35	\$0.00	\$8,472.35
Total Project - 927 NATIONAL HONOR SOCIETY	\$8,857.35	\$0.00	\$0.00	\$385.00	\$8,472.35	\$0.00	\$8,472.35
Project - 930 ORCHESTRA							
705 STILLWATER HIGH SCHOOL	\$38,951.60	\$940.00	\$0.00	\$5,720.63	\$34,170.97	\$21,553.66	\$12,617.31
Total Project - 930 ORCHESTRA	\$38,951.60	\$940.00	\$0.00	\$5,720.63	\$34,170.97	\$21,553.66	\$12,617.31
Project - 931 Orchestra Booster Club							
705 STILLWATER HIGH SCHOOL	\$852.35	\$0.00	\$0.00	\$0.00	\$852.35	\$0.00	\$852.35
Total Project - 931 Orchestra Booster Club	\$852.35	\$0.00	\$0.00	\$0.00	\$852.35	\$0.00	\$852.35
Project - 932 ROBOTICS							
505 STILLWATER MIDDLE SCHOOL	\$5,085.16	\$840.00	\$0.00	\$0.00	\$5,925.16	\$1,200.00	\$4,725.16
610 STILLWATER JUNIOR HIGH SCHOOL	\$8,312.61	\$7,675.00	\$0.00	\$1,200.00	\$14,787.61	\$162.06	\$14,625.55
Total Project - 932 ROBOTICS	\$13,397.77	\$8,515.00	\$0.00	\$1,200.00	\$20,712.77	\$1,362.06	\$19,350.71
Project - 933 PINK OUT WEEK							
705 STILLWATER HIGH SCHOOL	\$0.00	\$390.51	\$0.00	\$0.00	\$390.51	\$0.00	\$390.51
Total Project - 933 PINK OUT WEEK	\$0.00	\$390.51	\$0.00	\$0.00	\$390.51	\$0.00	\$390.51
Project - 934 PIONEER PEER PARTNERS							
610 STILLWATER JUNIOR HIGH SCHOOL	\$2,095.65	\$0.00	\$0.00	\$0.00	\$2,095.65	\$0.00	\$2,095.65
Total Project - 934 PIONEER PEER PARTNERS	\$2,095.65	\$0.00	\$0.00	\$0.00	\$2,095.65	\$0.00	\$2,095.65
Project - 936 PLTW							
610 STILLWATER JUNIOR HIGH SCHOOL	\$1,730.55	\$925.00	\$0.00	\$0.00	\$2,655.55	\$750.00	\$1,905.55
Total Project - 936 PLTW	\$1,730.55	\$925.00	\$0.00	\$0.00	\$2,655.55	\$750.00	\$1,905.55
Project - 937 RUNNING CLUB							
105 HIGHLAND PARK ELEMENTARY	\$636.50	\$0.00	\$0.00	\$0.00	\$636.50	\$0.00	\$636.50
130 WILL ROGERS ELEMENTARY	\$147.37	\$0.00	\$0.00	\$0.00	\$147.37	\$0.00	\$147.37
Total Project - 937 RUNNING CLUB	\$783.87	\$0.00	\$0.00	\$0.00	\$783.87	\$0.00	\$783.87
Project - 938 SCIENCE CLUB							
105 HIGHLAND PARK ELEMENTARY	\$3,748.79	\$0.00	\$0.00	\$0.00	\$3,748.79	\$0.00	\$3,748.79
705 STILLWATER HIGH SCHOOL	\$83.83	\$0.00	\$0.00	\$0.00	\$83.83	\$0.00	\$83.83
Total Project - 938 SCIENCE CLUB	\$3,832.62	\$0.00	\$0.00	\$0.00	\$3,832.62	\$0.00	\$3,832.62
Project - 940 SIGN LANGUAGE CLUB							
705 STILLWATER HIGH SCHOOL	\$179.54	\$0.00	\$0.00	\$0.00	\$179.54	\$0.00	\$179.54
Total Project - 940 SIGN LANGUAGE CLUB	\$179.54	\$0.00	\$0.00	\$0.00	\$179.54	\$0.00	\$179.54
Project - 941 SMS SINGERS							
505 STILLWATER MIDDLE SCHOOL	\$11,987.57	\$0.00	\$0.00	\$417.35	\$11,570.22	\$3,592.27	\$7,977.95
Total Project - 941 SMS SINGERS	\$11,987.57	\$0.00	\$0.00	\$417.35	\$11,570.22	\$3,592.27	\$7,977.95
Project - 942 SPANISH CLUB							
705 STILLWATER HIGH SCHOOL	\$859.60	\$0.00	\$0.00	\$0.00	\$859.60	\$0.00	\$859.60
Total Project - 942 SPANISH CLUB	\$859.60	\$0.00	\$0.00	\$0.00	\$859.60	\$0.00	\$859.60
Project - 944 SPECIAL EDUCATION TRANSITION							
705 STILLWATER HIGH SCHOOL	\$10,491.57	\$175.00	\$0.00	\$0.00	\$10,666.57	\$5,525.00	\$5,141.57

Stillwater Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/2/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 944 SPECIAL EDUCATION TRANSITION							
Total Project - 944 SPECIAL EDUCATION TRANSITION	\$10,491.57	\$175.00	\$0.00	\$0.00	\$10,666.57	\$5,525.00	\$5,141.57
Project - 945 STILLWATER MAKES A CHANGE							
705 STILLWATER HIGH SCHOOL	\$114.94	\$993.44	\$0.00	\$0.00	\$1,108.38	\$0.00	\$1,108.38
Total Project - 945 STILLWATER MAKES A CHANGE	\$114.94	\$993.44	\$0.00	\$0.00	\$1,108.38	\$0.00	\$1,108.38
Project - 946 STUDENT COUNCIL							
505 STILLWATER MIDDLE SCHOOL	\$2,999.73	\$0.00	\$0.00	\$0.00	\$2,999.73	\$0.00	\$2,999.73
610 STILLWATER JUNIOR HIGH SCHOOL	\$2,042.68	\$0.00	\$0.00	\$0.00	\$2,042.68	\$0.00	\$2,042.68
705 STILLWATER HIGH SCHOOL	\$7,472.41	\$0.00	\$0.00	\$0.00	\$7,472.41	\$392.83	\$7,079.58
Total Project - 946 STUDENT COUNCIL	\$12,514.82	\$0.00	\$0.00	\$0.00	\$12,514.82	\$392.83	\$12,121.99
Project - 947 TECHNOLOGY STUDENT ASSOCIATION							
505 STILLWATER MIDDLE SCHOOL	\$510.35	\$0.00	\$0.00	\$0.00	\$510.35	\$0.00	\$510.35
610 STILLWATER JUNIOR HIGH SCHOOL	\$642.63	\$0.00	\$0.00	\$0.00	\$642.63	\$0.00	\$642.63
705 STILLWATER HIGH SCHOOL	\$130.00	\$0.00	\$0.00	\$0.00	\$130.00	\$0.00	\$130.00
Total Project - 947 TECHNOLOGY STUDENT ASSOCIATION	\$1,282.98	\$0.00	\$0.00	\$0.00	\$1,282.98	\$0.00	\$1,282.98
Project - 948 THEATER PERFORMANCE							
705 STILLWATER HIGH SCHOOL	\$83,300.36	\$888.75	\$0.00	\$304.89	\$83,884.22	\$11,926.92	\$71,957.30
Total Project - 948 THEATER PERFORMANCE	\$83,300.36	\$888.75	\$0.00	\$304.89	\$83,884.22	\$11,926.92	\$71,957.30
Project - 949 VOCAL MUSIC							
505 STILLWATER MIDDLE SCHOOL	\$12,979.04	\$0.00	\$0.00	\$0.00	\$12,979.04	\$0.00	\$12,979.04
610 STILLWATER JUNIOR HIGH SCHOOL	\$1,048.22	\$470.00	\$0.00	\$0.00	\$1,518.22	\$160.00	\$1,358.22
705 STILLWATER HIGH SCHOOL	\$26,799.82	\$495.00	\$0.00	\$1,042.62	\$26,252.20	\$3,658.50	\$22,593.70
Total Project - 949 VOCAL MUSIC	\$40,827.08	\$965.00	\$0.00	\$1,042.62	\$40,749.46	\$3,818.50	\$36,930.96
Project - 951 YEARBOOK							
505 STILLWATER MIDDLE SCHOOL	\$4,566.72	\$30.00	\$0.00	\$0.00	\$4,596.72	\$487.80	\$4,108.92
610 STILLWATER JUNIOR HIGH SCHOOL	\$9,352.72	\$70.00	\$0.00	\$5,198.42	\$4,224.30	\$4,000.00	\$224.30
705 STILLWATER HIGH SCHOOL	\$26,222.25	\$5,329.63	\$0.00	\$11,043.95	\$20,507.93	\$2,357.14	\$18,150.79
Total Project - 951 YEARBOOK	\$40,141.69	\$5,429.63	\$0.00	\$16,242.37	\$29,328.95	\$6,844.94	\$22,484.01
Project - 952 YOUNG DEMOCRATS CLUB							
705 STILLWATER HIGH SCHOOL	\$270.22	\$0.00	\$0.00	\$0.00	\$270.22	\$0.00	\$270.22
Total Project - 952 YOUNG DEMOCRATS CLUB	\$270.22	\$0.00	\$0.00	\$0.00	\$270.22	\$0.00	\$270.22
Project - 953 N/A							
705 STILLWATER HIGH SCHOOL	\$534.49	\$0.00	\$0.00	\$0.00	\$534.49	\$0.00	\$534.49
Total Project - 953 N/A	\$534.49	\$0.00	\$0.00	\$0.00	\$534.49	\$0.00	\$534.49
Project - 960 SR. CLASS OF 2028							
705 STILLWATER HIGH SCHOOL	\$2,030.00	\$2,285.00	\$0.00	\$0.00	\$4,315.00	\$0.00	\$4,315.00
Total Project - 960 SR. CLASS OF 2028	\$2,030.00	\$2,285.00	\$0.00	\$0.00	\$4,315.00	\$0.00	\$4,315.00
Project - 961 SR. CLASS OF 2027							
705 STILLWATER HIGH SCHOOL	\$7,135.99	\$1,826.00	\$0.00	\$0.00	\$8,961.99	\$0.00	\$8,961.99
Total Project - 961 SR. CLASS OF 2027	\$7,135.99	\$1,826.00	\$0.00	\$0.00	\$8,961.99	\$0.00	\$8,961.99
Project - 962 SR. CLASS OF 2026							
705 STILLWATER HIGH SCHOOL	\$7,502.75	\$1,760.00	\$0.00	\$0.00	\$9,262.75	\$0.00	\$9,262.75
Total Project - 962 SR. CLASS OF 2026	\$7,502.75	\$1,760.00	\$0.00	\$0.00	\$9,262.75	\$0.00	\$9,262.75
Project - 964 ESPORTS CLUB							
705 STILLWATER HIGH SCHOOL	\$773.84	\$0.00	\$0.00	\$0.00	\$773.84	\$0.00	\$773.84
Total Project - 964 ESPORTS CLUB	\$773.84	\$0.00	\$0.00	\$0.00	\$773.84	\$0.00	\$773.84
Project - 965 GENDER & SEXUALITY ALLIANCE (GSA)							
705 STILLWATER HIGH SCHOOL	\$269.72	\$0.00	\$0.00	\$0.00	\$269.72	\$0.00	\$269.72
Total Project - 965 GENDER & SEXUALITY ALLIANCE (GSA)	\$269.72	\$0.00	\$0.00	\$0.00	\$269.72	\$0.00	\$269.72
Project - 970 ALL SPORTS							
705 STILLWATER HIGH SCHOOL	\$150,197.44	\$39,838.65	\$0.00	\$67,479.96	\$122,556.13	\$59,306.80	\$63,249.33
Total Project - 970 ALL SPORTS	\$150,197.44	\$39,838.65	\$0.00	\$67,479.96	\$122,556.13	\$59,306.80	\$63,249.33
Project - 971 STADIUM CONCESSIONS							

Stillwater Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/2/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 971 STADIUM CONCESSIONS							
705 STILLWATER HIGH SCHOOL	\$62,715.52	\$1,217.00	\$0.00	\$4,890.58	\$59,041.94	\$21,036.94	\$38,005.00
Total Project - 971 STADIUM CONCESSIONS	\$62,715.52	\$1,217.00	\$0.00	\$4,890.58	\$59,041.94	\$21,036.94	\$38,005.00
Project - 972 STATE PLAYOFFS							
705 STILLWATER HIGH SCHOOL	\$10,170.38	\$1,255.00	\$0.00	\$0.00	\$11,425.38	\$0.00	\$11,425.38
Total Project - 972 STATE PLAYOFFS	\$10,170.38	\$1,255.00	\$0.00	\$0.00	\$11,425.38	\$0.00	\$11,425.38
Project - 973 BASEBALL							
705 STILLWATER HIGH SCHOOL	\$0.26	\$0.00	\$0.00	\$0.00	\$0.26	\$0.00	\$0.26
Total Project - 973 BASEBALL	\$0.26	\$0.00	\$0.00	\$0.00	\$0.26	\$0.00	\$0.26
Project - 974 BASKETBALL (BOYS)							
705 STILLWATER HIGH SCHOOL	\$1,129.00	\$0.00	\$0.00	\$0.00	\$1,129.00	\$0.00	\$1,129.00
Total Project - 974 BASKETBALL (BOYS)	\$1,129.00	\$0.00	\$0.00	\$0.00	\$1,129.00	\$0.00	\$1,129.00
Project - 976 CHEERLEADERS							
610 STILLWATER JUNIOR HIGH SCHOOL	\$1,344.61	\$2,427.00	\$0.00	\$0.00	\$3,771.61	\$0.00	\$3,771.61
705 STILLWATER HIGH SCHOOL	\$297.02	\$0.00	\$0.00	\$0.00	\$297.02	\$0.00	\$297.02
Total Project - 976 CHEERLEADERS	\$1,641.63	\$2,427.00	\$0.00	\$0.00	\$4,068.63	\$0.00	\$4,068.63
Project - 977 CROSS COUNTRY							
705 STILLWATER HIGH SCHOOL	\$7,629.99	\$0.00	\$0.00	\$0.00	\$7,629.99	\$0.00	\$7,629.99
Total Project - 977 CROSS COUNTRY	\$7,629.99	\$0.00	\$0.00	\$0.00	\$7,629.99	\$0.00	\$7,629.99
Project - 978 FOOTBALL							
705 STILLWATER HIGH SCHOOL	\$2,778.73	\$866.00	\$0.00	\$0.00	\$3,644.73	\$1,698.00	\$1,946.73
Total Project - 978 FOOTBALL	\$2,778.73	\$866.00	\$0.00	\$0.00	\$3,644.73	\$1,698.00	\$1,946.73
Project - 979 GOLF (BOYS)							
705 STILLWATER HIGH SCHOOL	\$225.91	\$0.00	\$0.00	\$0.00	\$225.91	\$0.00	\$225.91
Total Project - 979 GOLF (BOYS)	\$225.91	\$0.00	\$0.00	\$0.00	\$225.91	\$0.00	\$225.91
Project - 980 GOLF (GIRLS)							
705 STILLWATER HIGH SCHOOL	\$347.27	\$0.00	\$0.00	\$0.00	\$347.27	\$0.00	\$347.27
Total Project - 980 GOLF (GIRLS)	\$347.27	\$0.00	\$0.00	\$0.00	\$347.27	\$0.00	\$347.27
Project - 981 POM							
610 STILLWATER JUNIOR HIGH SCHOOL	\$10,157.40	\$0.00	\$0.00	\$5,728.00	\$4,429.40	\$180.78	\$4,248.62
705 STILLWATER HIGH SCHOOL	\$889.80	\$0.00	\$0.00	\$0.00	\$889.80	\$0.00	\$889.80
Total Project - 981 POM	\$11,047.20	\$0.00	\$0.00	\$5,728.00	\$5,319.20	\$180.78	\$5,138.42
Project - 982 SOCCER (BOYS)							
705 STILLWATER HIGH SCHOOL	\$7.70	\$0.00	\$0.00	\$0.00	\$7.70	\$0.00	\$7.70
Total Project - 982 SOCCER (BOYS)	\$7.70	\$0.00	\$0.00	\$0.00	\$7.70	\$0.00	\$7.70
Project - 983 SOCCER (GIRLS)							
705 STILLWATER HIGH SCHOOL	\$433.13	\$0.00	\$0.00	\$0.00	\$433.13	\$0.00	\$433.13
Total Project - 983 SOCCER (GIRLS)	\$433.13	\$0.00	\$0.00	\$0.00	\$433.13	\$0.00	\$433.13
Project - 984 SWIMMING							
705 STILLWATER HIGH SCHOOL	\$1,579.60	\$0.00	\$0.00	\$0.00	\$1,579.60	\$720.05	\$859.55
Total Project - 984 SWIMMING	\$1,579.60	\$0.00	\$0.00	\$0.00	\$1,579.60	\$720.05	\$859.55
Project - 985 TENNIS (BOYS)							
705 STILLWATER HIGH SCHOOL	\$1,875.78	\$0.00	\$0.00	\$0.00	\$1,875.78	\$0.00	\$1,875.78
Total Project - 985 TENNIS (BOYS)	\$1,875.78	\$0.00	\$0.00	\$0.00	\$1,875.78	\$0.00	\$1,875.78
Project - 986 TENNIS (GIRLS)							
705 STILLWATER HIGH SCHOOL	\$2,085.00	\$0.00	\$0.00	\$0.00	\$2,085.00	\$0.00	\$2,085.00
Total Project - 986 TENNIS (GIRLS)	\$2,085.00	\$0.00	\$0.00	\$0.00	\$2,085.00	\$0.00	\$2,085.00
Project - 987 TRACK (BOYS)							
705 STILLWATER HIGH SCHOOL	\$2,673.00	\$0.00	\$0.00	\$0.00	\$2,673.00	\$0.00	\$2,673.00
Total Project - 987 TRACK (BOYS)	\$2,673.00	\$0.00	\$0.00	\$0.00	\$2,673.00	\$0.00	\$2,673.00
Project - 988 TRACK (GIRLS)							
705 STILLWATER HIGH SCHOOL	\$2,768.00	\$0.00	\$0.00	\$0.00	\$2,768.00	\$0.00	\$2,768.00
Total Project - 988 TRACK (GIRLS)	\$2,768.00	\$0.00	\$0.00	\$0.00	\$2,768.00	\$0.00	\$2,768.00
Project - 989 VOLLEYBALL							
705 STILLWATER HIGH SCHOOL	\$516.50	\$0.00	\$0.00	\$0.00	\$516.50	\$0.00	\$516.50
Total Project - 989 VOLLEYBALL	\$516.50	\$0.00	\$0.00	\$0.00	\$516.50	\$0.00	\$516.50
Project - 990 WRESTLING							

Stillwater Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/2/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 990 WRESTLING							
705 STILLWATER HIGH SCHOOL	\$119.10	\$0.00	\$0.00	\$0.00	\$119.10	\$0.00	\$119.10
Total Project - 990 WRESTLING	\$119.10	\$0.00	\$0.00	\$0.00	\$119.10	\$0.00	\$119.10
Project - 991 SOFTBALL							
705 STILLWATER HIGH SCHOOL	\$1,163.30	\$0.00	\$0.00	\$0.00	\$1,163.30	\$0.00	\$1,163.30
Total Project - 991 SOFTBALL	\$1,163.30	\$0.00	\$0.00	\$0.00	\$1,163.30	\$0.00	\$1,163.30
Project - 995 PIONEER PLAYDAY							
705 STILLWATER HIGH SCHOOL	\$190,633.90	\$41,206.26	\$0.00	\$0.00	\$231,840.16	\$640.00	\$231,200.16
Total Project - 995 PIONEER PLAYDAY	\$190,633.90	\$41,206.26	\$0.00	\$0.00	\$231,840.16	\$640.00	\$231,200.16
Project - 996 L. ALLRED GOLF SCHOLARSHIP							
705 STILLWATER HIGH SCHOOL	\$20,500.00	\$1,000.00	\$0.00	\$1,000.00	\$20,500.00	\$0.00	\$20,500.00
Total Project - 996 L. ALLRED GOLF SCHOLARSHIP	\$20,500.00	\$1,000.00	\$0.00	\$1,000.00	\$20,500.00	\$0.00	\$20,500.00
Project - 997 W. WELCH WRESTLING SCHOLARSHIP							
705 STILLWATER HIGH SCHOOL	\$2,645.00	\$0.00	\$0.00	\$0.00	\$2,645.00	\$0.00	\$2,645.00
Total Project - 997 W. WELCH WRESTLING SCHOLARSHIP	\$2,645.00	\$0.00	\$0.00	\$0.00	\$2,645.00	\$0.00	\$2,645.00
Project - 998 RAYMOND ESTES SCHOLARSHIP							
705 STILLWATER HIGH SCHOOL	\$5,895.60	\$0.00	\$0.00	\$0.00	\$5,895.60	\$0.00	\$5,895.60
Total Project - 998 RAYMOND ESTES SCHOLARSHIP	\$5,895.60	\$0.00	\$0.00	\$0.00	\$5,895.60	\$0.00	\$5,895.60
Project - 999 MATT FOSTER MEMORIAL							
705 STILLWATER HIGH SCHOOL	\$830.00	\$0.00	\$0.00	\$0.00	\$830.00	\$0.00	\$830.00
Total Project - 999 MATT FOSTER MEMORIAL	\$830.00	\$0.00	\$0.00	\$0.00	\$830.00	\$0.00	\$830.00
Total	\$2,103,579.22	\$540,481.53	\$0.00	\$289,509.73	\$2,354,551.02	\$465,689.94	\$1,888,861.08



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

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 September 1, 2025

BACKGROUND INFORMATION:

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

Change Order Listing

Options: Fund(s): BOND FUND 31, Year: 2025-2026, ReferenceDate: PO Date, Date Range: 8/13/2025 - 8/28/2025, PO Range: 9 - 9, Minimum Percentage Change: 25.00%, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
9	07/31/2025	52661	BRETT MCKEE DEVELOPMENT INC	SANGRE RIDGE ELEMENTARY CEILING GRID REPAIR	1,192.23
Non-Payroll Total:					\$1,192.23
Payroll Total:					\$0.00
Report Total:					\$1,192.23

Change Order Listing

Options: Fund(s): BOND FUND 33, Year: 2025-2026, ReferenceDate: PO Date, Date Range: 8/13/2025 - 8/28/2025, PO Range: 74 - 74, Minimum Percentage Change: 25.00%, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount	
74	07/01/2025	2218	SIGMA TECHNOLOGY FUND LLC	Professional E-Rate Management Services	2,061.30	
			Professional E-Rate Management Services	07/01/2025	08/28/2025	-7,594.00
			Services8/28/2025-CHANGE ORDER SEPT 9, 2025 INCREASE FUNDS BY \$2061.30 (ORIGINAL AMOUNT WAS \$7594.00)	08/28/2025		9,655.30

Non-Payroll Total:	\$2,061.30
Payroll Total:	\$0.00
Report Total:	\$2,061.30

Project Totals		
092	TECHNOLOGY MISCELLANEOUS	2,061.30

Unit Totals		
050	DISTRICT WIDE	2,061.30

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, PO Range: 217 - 308, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor	Description	Amount
GENERAL FUND	217	08/01/2025	THE REPAIR DEPOT LLC	OUT-OF-WARRANTY REPAIRS FOR STUDENT DEVICES	13,172.70
GENERAL FUND	218	08/01/2025	OKACTE	OkACTE OK SUMMIT AUG 4-5 IN TULSA, OK	600.00
GENERAL FUND	219	08/01/2025	MUSTANG ATHLETICS	BAND CONTEST ENTRY FEES	200.00
GENERAL FUND	220	08/03/2025	OSSBA	OSSBA/CCOSA ED LEADERSHIP CONFERENCE	4,200.00
GENERAL FUND	221	08/04/2025	Amazon Capital Services	FCS CULINARY CLASS SUPPLIES	36.84
GENERAL FUND	222	08/04/2025	PLEASANT VALLEY SCHOOL FOUND	3RD GRADE FIELD TRIP	400.00
GENERAL FUND	223	08/04/2025	AUSTIN L HULA	TRAVEL FOR UKERU TRAINING	125.00
GENERAL FUND	224	08/04/2025	WILSON LANGUAGE TRAINING	CURSIVE WORKBOOKS	2,434.32
GENERAL FUND	225	08/04/2025	WALMART LOCAL	DESKTOP PUBLISHING CAMERA SUPPLIES	500.00
GENERAL FUND	226	08/04/2025	Shandi M Treat	REIMBURMENT FOR CERTIFICATION TEST	118.00
GENERAL FUND	227	08/05/2025	GRIMSLEY'S INC.	BEGINNING OF YEAR SCHOOL SUPPLIES	69,579.57
GENERAL FUND	228	08/05/2025	OKLAHOMA HEALTH CARE AUTHORITY	REIIMBURSEMENT OF STATE SHARE FOR MEDICAID	11,444.08
GENERAL FUND	229	08/05/2025	JEREMY HOOTEN	SECURITY FOR BOARD MEETING	150.00
GENERAL FUND	230	08/05/2025	GREEN ENERGY SOLUTIONS LLC	REPLACE TIRE ON BUS #09	511.74
GENERAL FUND	231	08/05/2025	WALMART LOCAL	FCS CLASSROOM SUPPLIES	300.00
GENERAL FUND	232	08/05/2025	LAKESHORE LEARNING MATERIALS	CARPET & POCKET CHART	254.59
GENERAL FUND	233	08/05/2025	Amazon Capital Services	CLASSROOM MAILBOX	170.09
GENERAL FUND	234	08/06/2025	AUSTIN L HULA	2025 CASE CONFERENCE	800.00
GENERAL FUND	235	08/06/2025	B & C BUSINESS PRODUCTS	OFFICE SUPPLIES	297.33
GENERAL FUND	236	08/06/2025	VEX ROBOTICS, INC.	KITS AND SUPPLIES FOR ROBOTICS EVENT	3,270.09
GENERAL FUND	237	08/06/2025	OSSBA	CCOSA CONFERENCE	600.00
GENERAL FUND	238	08/06/2025	AUTRY AREA VOCATIONAL SCHOOL	CPR COMPLETION CARDS FOR STAFF	360.00
GENERAL FUND	239	08/11/2025	ADVANCED THERAPY SOLUTIONS LLC	SPEECH THERAPY FOR OPEN POSITION	44,000.00
GENERAL FUND	240	08/12/2025	UNIFORMS TODAY	OFFICIAL FCCLA DRESS	350.00
GENERAL FUND	241	08/12/2025	RHONDA R RILEY	PIANO TUNING	1,160.00
GENERAL FUND	242	08/12/2025	PENDER'S MUSIC COMPANY LLC	CHOIR MUSIC CURRICULUM	589.10
GENERAL FUND	243	08/12/2025	MUSIC THEATRE INTERNATIONAL	RIGHTS & ROYALTIES FALL PRODUCTION	3,600.00
GENERAL FUND	244	08/12/2025	GREEN ENERGY SOLUTIONS LLC	CNG FOR DIST BUSES	50,000.00
GENERAL FUND	245	08/13/2025	GRAFTON SCHOOL, INCORPORATED	UKERU TRAINING	667.17
GENERAL FUND	246	08/13/2025	OKLAHOMA SCHOOL PLANT MGMT. ASSC.	ANNUAL MEMBERSHIP	200.00
GENERAL FUND	247	08/13/2025	BRADY INDUSTRIES OF KANSAS LLC	CUSTODIAL SUPPLIES	2,828.98
GENERAL FUND	248	08/13/2025	WILSON LANGUAGE TRAINING	TRAINING FOR DANIELLE SIMMS	790.00
GENERAL FUND	249	08/13/2025	Amazon Capital Services	HEADPHONES	17,667.00
GENERAL FUND	250	08/13/2025	Amazon Capital Services	HEADPHONES	17,667.00

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, PO Range: 217 - 308, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor	Description	Amount
GENERAL FUND	251	08/13/2025	Amazon Capital Services	REUNIFICATION BOX FOR REUNIFICATION SITE- SB	236.65
GENERAL FUND	252	08/14/2025	HAMPTON INN & SUITES FORT WORTH	UKERU HOTEL	200.00
GENERAL FUND	253	08/14/2025	CEV MULTIMEDIA	BMITE iCEV Licenses	7,450.00
GENERAL FUND	254	08/15/2025	WALMART LOCAL	MIDDLE SCHOOL PIONEER PANTRY ORGANIZATION	150.00
GENERAL FUND	255	08/15/2025	GREAT EXPECTATIONS	GE COACHING DAYS	12,000.00
GENERAL FUND	256	08/18/2025	CDW GOVERNMENT	Adobe Software for Classroom Use	2,500.00
GENERAL FUND	257	08/18/2025	MITCHELL ROGERS	CUSTOM DRILL WRITING	4,000.00
GENERAL FUND	258	08/19/2025	OK STATE DEPARTMENT OF CAREER TECH	REGISTRATION FOR STEM NEW TEACHERS	105.00
GENERAL FUND	259	08/19/2025	OKLAHOMA FCCLA	FCS NEW TEACHER ACADEMY FOLLOW UP SEPT 23	30.00
GENERAL FUND	260	08/19/2025	JOYLABZ LLC	STEM INVENTION KIT	1,277.80
GENERAL FUND	261	08/19/2025	WILSON LANGUAGE TRAINING	Cursive Writing Books	630.00
GENERAL FUND	262	08/19/2025	POPPLERS MUSIC INC	Musicals	166.95
GENERAL FUND	263	08/19/2025	Amazon Capital Services	ART SUPPLIES WITH ARTS COUCIL GRANT	512.71
GENERAL FUND	264	08/20/2025	Amazon Capital Services	PCYS SUPPLIES	4,000.00
GENERAL FUND	265	08/20/2025	INSTRUCTIONAL COACHING GROUP	INSTRUCTIONAL COACHING INSTITUTE	23,940.00
GENERAL FUND	266	08/20/2025	Amazon Capital Services	PCYS SUPPLIES	2,000.00
GENERAL FUND	267	08/20/2025	SCHOLASTIC INC	CLASSROOM MAGAZINES FOR WORLD STUDIES	791.12
GENERAL FUND	268	08/21/2025	ULINE	EMERGENCY ORDER -METAL DETECTORS	773.49
GENERAL FUND	269	08/21/2025	KINNUNEN SALES & RENTALS	REUNIFICATION BOX ITEMS FOR REUNIFICATION SITE-SB	516.25
GENERAL FUND	270	08/21/2025	MOBILE COMMUNICATIONS AMERICA, INC	Walkie Batteries	270.00
GENERAL FUND	271	08/21/2025	Amazon Capital Services	SUPPLIES 412 LEAH DOLLAR	559.92
GENERAL FUND	272	08/21/2025	WALMART LOCAL	CLASSROOM SUPPLIES	275.00
GENERAL FUND	273	08/21/2025	CDW GOVERNMENT	ADOBE CLOUD	2,500.00
GENERAL FUND	274	08/21/2025	TECHNOLOGY STUDENT ASSOCIATION	TSA AFFILIATION DUES	510.00
GENERAL FUND	275	08/21/2025	WALMART LOCAL	GROCERIES FOOD LABS 10/15-31/25	200.00
GENERAL FUND	276	08/21/2025	WALMART LOCAL	GROCERIES FOR FOOD LAB 11/1-15/2025	350.00
GENERAL FUND	277	08/21/2025	WALMART LOCAL	FOOD LABS DEC 1-19, 2025	400.00
GENERAL FUND	278	08/22/2025	HERTZBERG-NEW METHOD INC	SEQUOYAH BOOKS	1,000.00
GENERAL FUND	279	08/22/2025	Amazon Capital Services	STORAGE BINS FOR HEADPHONES	600.00
GENERAL FUND	280	08/28/2025	EGID - OMES	Reserve Fix for Employee 80166	-1,254.24
GENERAL FUND	281	08/25/2025	Amazon Capital Services	INTERIOR DESIGN CLASS SUPPLIES	169.03

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, PO Range: 217 - 308, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor	Description	Amount
GENERAL FUND	282	08/25/2025	HUGHES LUMBER CO	LUMBER FOR 8TH GR PLANTER PROJECT	2,566.80
GENERAL FUND	283	08/25/2025	QUILL LLC	OFFICE SUPPLIES	1,683.07
GENERAL FUND	284	08/25/2025	DELL MARKETING L.P.	LAPTOP FOR DIAGNOSTIC SOFTWARE FOR SPS VEHICLES	2,019.79
GENERAL FUND	285	08/25/2025	B & C BUSINESS PRODUCTS	OFFICE SUPPLIES	145.52
GENERAL FUND	286	08/25/2025	PROJECT LEAD THE WAY, INC.	SELF DRIVING VEHICLES	1,932.00
GENERAL FUND	287	08/26/2025	FLITE TEST LLC	FLITE TEST MAKER FOAM BOARD	419.97
GENERAL FUND	288	08/26/2025	HAC INCORPORATED	JH FACS FOOD LABS 9/2/25-9/12/2025	200.00
GENERAL FUND	289	08/26/2025	HAC INCORPORATED	JH FACS FOOD LABS 9/15-9/30/2025	200.00
GENERAL FUND	290	08/26/2025	HAC INCORPORATED	JH FACS FOOD LABS OCT 1-15, 2025	400.00
GENERAL FUND	291	08/26/2025	HAC INCORPORATED	JH FACS FOOD LABS OCT 20-31, 2025	400.00
GENERAL FUND	292	08/26/2025	HOBBY LOBBY	FIBERFILL FOR STUDENT PROJECTS	71.40
GENERAL FUND	293	08/26/2025	HERTZBERG-NEW METHOD INC	LIBRARY BOOKS-2026 SEQUOYAH AWARD	638.52
GENERAL FUND	294	08/26/2025	B&H FOTO & ELECTRONICS CORP.	SUPPLIES FOR CAREERTECH CLASSES	8,104.99
GENERAL FUND	295	08/26/2025	Amazon Capital Services	FLOURESCENT MAGNETIC LIGHT COVERS	150.00
GENERAL FUND	296	08/27/2025	Amazon Capital Services	STORAGE CABINETS	1,041.16
GENERAL FUND	297	08/27/2025	TEXAS SCHOOL FOR THE BLIND	SWOMA CONFERENCE	100.00
GENERAL FUND	298	08/28/2025	Amazon Capital Services	INDIAN ED SUPPLIES	300.00
GENERAL FUND	299	08/28/2025	NOREGON SYSTEMS, LLC	VEHICLE DIAGNOSTIC SOFTWARE FOR SPS	3,262.71
GENERAL FUND	300	08/28/2025	FLINN SCIENTIFIC, INC.	7TH GRADE SCIENCE SUPPLIES	240.80
GENERAL FUND	301	08/28/2025	Amazon Capital Services	7TH GRADE SCIENCE SUPPLIES	311.90
GENERAL FUND	302	08/28/2025	2BESUCCESSFUL LLC	AUTISM TRAINING-S. MILLER	925.00
GENERAL FUND	303	08/28/2025	Amazon Capital Services	LIFE SAVING CHOKING DEVICE FOR SKYLINE ELEM	119.97
GENERAL FUND	304	08/28/2025	AED EVERYWHERE, INC	PEDI PADZ11 FOR AED'S	1,230.00
GENERAL FUND	305	08/28/2025	CRISIS PREVENTION INSTITUTE, INC	APS REFRESHER ONLINE COURSE	5,714.35
GENERAL FUND	306	08/28/2025	Amazon Capital Services	LIBRARY GENERAL FUND EXPENDITURES	625.13
GENERAL FUND	307	08/28/2025	CAPPA, INC	REGISTRATION FEE	425.00
GENERAL FUND	308	08/28/2025	OKLAHOMA ASBO	OKASBO FALL CONFERENCE	1,000.00

Non-Payroll Total:	\$350,131.36
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Payroll Total:	\$0.00
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Balance Forward:	\$0.00
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Report Total:	\$350,131.36
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Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, PO Range: 2 - 2, Fund(s): BUILDING FUND

Fund	PO No	Date	Vendor	Description	Amount
BUILDING FUND	2	08/18/2025	PAYNE COUNTY TREASURER	BACK TAXES ON DONATED PROPERTY	7,420.54
Non-Payroll Total:					\$7,420.54
Payroll Total:					\$0.00
Balance Forward:					\$0.00
Report Total:					\$7,420.54

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, PO Range: 47 - 54, Fund(s): CHILD NUTRITION PROGRAMS FUND

Fund	PO No	Date	Vendor	Description	Amount
CHILD NUTRITION PROGRAMS FUND	47	08/04/2025	MERIDIAN TECHNOLOGY CENTER	FORK LIFT TRAINING	255.00
CHILD NUTRITION PROGRAMS FUND	48	08/15/2025	US FOODSERVICE	BLANKET - FOOD & PAPER PRODUCTS FY25-26	572,296.07
CHILD NUTRITION PROGRAMS FUND	49	08/20/2025	MERIDIAN TECHNOLOGY CENTER	SUPERVISORY ACADEMY SERIES	1,047.00
CHILD NUTRITION PROGRAMS FUND	50	08/20/2025	Shanna Green	CN MEAL REIMBURSEMENT	60.00
CHILD NUTRITION PROGRAMS FUND	51	08/27/2025	FUZZY'S TACO SHOP	PROFESSIONAL DEVELOPMENT - CN MEAL	600.00
CHILD NUTRITION PROGRAMS FUND	52	08/27/2025	ANDI RIGGS	CN MEAL REIMBURSEMENT	150.00
CHILD NUTRITION PROGRAMS FUND	53	08/27/2025	HOUSTON, KATIE	CN MEAL REIMBURSEMENT - MIDDLE SCHOOL	50.00
CHILD NUTRITION PROGRAMS FUND	54	08/28/2025	SARAH BRIEN	CN MEAL REIMBURSEMENT - 2024-2025 LUNCH ACCOUNTS	72.05
Non-Payroll Total:					\$574,530.12
Payroll Total:					\$0.00
Balance Forward:					\$0.00
Report Total:					\$574,530.12

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, PO Range: 11 - 19, Fund(s): BOND FUND 31

Fund	PO No	Date	Vendor	Description	Amount
BOND FUND 31	11	08/07/2025	RGROUP INC	SYNTHETIC TURF MAINTENANCE EQUIPMENT FOR HS FIELDS	15,000.00
BOND FUND 31	12	08/07/2025	WYN ATHLETICS LLC	CUSTOM BACKSTOP NETTING FOR SOFTBALL AND BASEBALL	14,840.00
BOND FUND 31	13	08/13/2025	Amazon Capital Services	AREA RUG FOR 2 CLASSROOMS AT SANGRE	749.98
BOND FUND 31	14	08/18/2025	MERRIFIELD OFFICE SOLUTIONS, LLC	OFFICE FURNITURE FOR ASST SUPT OF ED SVS	5,747.91
BOND FUND 31	15	08/18/2025	MERRIFIELD OFFICE SOLUTIONS, LLC	OFFICE CHAIR FOR EMILY HARRIS/ED SVS	320.50
BOND FUND 31	16	08/20/2025	WILLIAM BRIAN THOMAS	SCOPE OF SERVICES SPS DISTRICT LIGHTING RETROFIT	15,000.00
BOND FUND 31	17	08/25/2025	GLOBAL PAYMENTS INC	MY SCHOOL BUCKS SETUP/TRAINING	1,799.00
BOND FUND 31	18	08/25/2025	GLOBAL PAYMENTS INC	MYSCHOOLBUCK CREDIT CARD READERS	2,388.00
BOND FUND 31	19	08/25/2025	SYLOGISTED, INC	SYLOGIST SOFTWARE CONVERSION	8,953.50

Non-Payroll Total:	\$64,798.89
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Payroll Total:	\$0.00
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Balance Forward:	\$0.00
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Report Total:	\$64,798.89
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Stillwater Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, PO Range: 25 - 25, Fund(s): BOND FUND 32

Fund	PO No	Date	Vendor	Description	Amount
BOND FUND 32	25	08/18/2025	WILLIAM BRIAN THOMAS	SO29 BOND 2023 HS PHASE 1 - ADD'L CIVIL WORK	8,500.00
Non-Payroll Total:					\$8,500.00
Payroll Total:					\$0.00
Balance Forward:					\$0.00
Report Total:					\$8,500.00

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, PO Range: 148 - 171, Fund(s): BOND FUND 33

Fund	PO No	Date	Vendor	Description	Amount
BOND FUND 33	148	08/01/2025	THE REPAIR DEPOT LLC	OUT-OF-WARRANTY REPAIRS FOR STUDENT DEVICES	25,667.56
BOND FUND 33	149	08/05/2025	IXL LEARNING	IXL FOR SECONDARY SPED STUDENTS	9,375.00
BOND FUND 33	150	08/05/2025	WILSON LANGUAGE TRAINING	CONSUMABLES FOR THE WILSON LANGUAGE SYSTEM	975.24
BOND FUND 33	151	08/07/2025	STATE OF OKLAHOMA	INSPECTIONS	3,000.00
BOND FUND 33	152	08/07/2025	GARRETT GIL	NETWORK INSTALLATION FOR JH	7,970.00
BOND FUND 33	153	08/07/2025	Amazon Capital Services	CABLES AND MISC HARDWARE	310.13
BOND FUND 33	154	08/08/2025	KELCO PLUMBING	ROD DRAINS & SEWER LINES, ETC	500.00
BOND FUND 33	155	08/11/2025	Amazon Capital Services	FIBER OPTIC HDMI CABLES	2,108.40
BOND FUND 33	156	08/14/2025	DARR EQUIPMENT, LP	MAINTENANCE ON THE FORKLIFT	680.00
BOND FUND 33	157	08/14/2025	CENTER FOR INTERNET SECURITY INC	MS-ISAC MEMBERSHIP	1,995.00
BOND FUND 33	158	08/14/2025	THE REPAIR DEPOT LLC	CHROMEBOOK REPAIR	240.10
BOND FUND 33	159	08/15/2025	Amazon Capital Services	CLIPS FOR CHARGING TOWERS	131.04
BOND FUND 33	160	08/18/2025	REESE TOWER SERVICES, INC	HS FOOTBALL STADIUM POLE ANCHOR CONNECTIONS	260.00
BOND FUND 33	161	08/18/2025	INSTRUCTURE, INC.	DIGITAL TRANSCRIPT SERVICES	5,604.75
BOND FUND 33	162	08/19/2025	DEEP SPACE SPARKLE INC	ONLINE ART CURRICULUM	2,262.60
BOND FUND 33	163	08/19/2025	BRETT MCKEE DEVELOPMENT INC	WR CABINET KNOBS	120.00
BOND FUND 33	164	08/19/2025	BRONCO EQUIPMENT RENTAL & SALES LLC	HP BAKER'S SCAFFOLD	100.00
BOND FUND 33	165	08/19/2025	DECKER EQUIPMENT	LOCKER HANDLES & HANDLE LIFTS	195.00
BOND FUND 33	166	08/19/2025	MOSYLE CORPORATION	VISITOR MANAGEMENT IPAD LICENSES	45.80
BOND FUND 33	167	08/22/2025	Amazon Capital Services	SUPPLIES FOR GROUND CREW - RICK	134.00
BOND FUND 33	168	08/22/2025	BRONCO EQUIPMENT RENTAL & SALES LLC	RENTAL OF SCAFFOLD	50.00
BOND FUND 33	169	08/22/2025	DELL MARKETING L.P.	REPLACEMENT BATTERY FOR DELL LAPTOP	86.24
BOND FUND 33	170	08/25/2025	WILSON LANGUAGE TRAINING	ELEMENTARY SPED READING CURRICULUM	411.00
BOND FUND 33	171	08/26/2025	PROVANTAGE SUPERSTORE	YUBIKEY	1,300.00
Non-Payroll Total:					\$63,521.86
Payroll Total:					\$0.00
Balance Forward:					\$0.00
Report Total:					\$63,521.86



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

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.

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: 08/11/2025 Select One: Initial Application _____ Renewal X

Name of Sanctioned Organization: Skyline Elementary PTA

Official Mailing Address for the organization: 1402 E Sunrise Ave - Stillwater, OK 74075

Organization's Taxpayer I.D. Number: 73-1052994

Organization President

Name: Laura Rickman

Phone: 405.612.1535

Email: laura.rickman@landbplumbing.com

Organization Treasurer

Name: Sherri Buntin

Phone: 405.269.1956

Email: sherri.buntin@okstate.edu

Organization's Purpose, Goals, and the Benefit to District Students: To provide a forum for parents, teachers and administrators to make every child's potential a reality by engaging and empowering families to advocate for children.

Organizations's Website and/or Social Media Accounts: https://www.facebook.com/PTA.Skyline
https://skylinecubspta.givebacks.com/directory

(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.

Laura Rickman - Skyline PTA President

Organization Representative/Office Name and Position (printed)

Laura Rickman
 Signature

7/22/25
 Date

Natalie Fluty - Skyline Elementary Principal

School Faculty Sponsor / Athletic Coach Name (printed)

Natalie Fluty
 Signature

7/25/25
 Date

APPLICATION FOR SANCTIONING (Cont.)

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

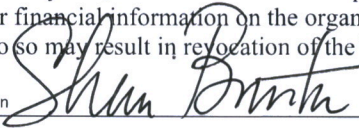
Name of Organization/Association: Skyline Elementary School PTA

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2024-2025

Beginning Cash Balance, July 1, <u>2024</u>		<u>\$ 36,893.33</u>
Collections:		
Fundraiser, Merchandise Sales, Etc.	<u>\$ 29,945.31</u>	
Donations	<u>\$ 2,442.29</u>	
Parent/Student Contributions	<u>\$ 4,364.66</u>	
Other (list):		
Library	<u>\$ 6,013.31</u>	
Membership Dues	<u>\$ 860.00</u>	
Clubs + Interest	<u>\$ 3,334.53</u>	
Total Collections		<u>\$ 46,960.10</u>
Expenditures:		
Fundraising Expenses	<u>\$ 18,246.37</u>	
Other (list):		
Accounting/Bank Fees	<u>\$ 905.86</u>	
Events/Clubs	<u>\$ 15,836.13</u>	
Membership Dues	<u>\$ 395.50</u>	
Teacher Grants	<u>\$ 2,328.82</u>	
Library	<u>\$ 5,079.54</u>	
Facilities Improvements	<u>\$ 2,187.52</u>	
Josten, FY24 expense cleared on 07/01/2024	<u>\$ 1,729.10</u>	
Uncleared FY25 checks (see attached)	<u>\$ -175.36</u>	
Total Expenditures		<u>\$ 46,533.48</u>
Ending Cash Balance, June 30, <u>2025</u>		<u>\$ 37,319.95</u>

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 2024-2025 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: Sherri Buntin



Date: 08/11/2025

Title: Skyline PTA Treasurer

Received and reviewed by Chief Financial Officer:

Name/Title: _____

Date: _____

APPLICATION FOR SANCTIONING (Cont.)

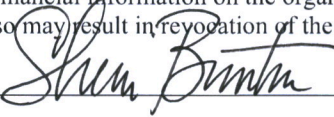
ORGANIZATION/ASSOCIATION
 UNAUDITED CASH FLOW STATEMENT **FOR UPCOMING SCHOOL YEAR (JULY 1 – JUNE 30)**

Name of Organization/Association: Skyline Elementary School PTA

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2025-2026

Beginning Cash Balance, July 1, <u>2025</u>		<u>\$ 37,319.95</u>
Collections:		
Fundraiser, Merchandise Sales, Etc.	\$ 30,000.00	
Donations	\$ 1,500.00	
Parent/Student Contributions	\$ 4,500.00	
Other (list):		
Clubs	\$ 2,500.00	
Interest	\$ 144.00	
Library	\$ 6,000.00	
Total Collections		<u>\$ 44,644.00</u>
Expenditures:		
Fundraising Expenses	\$ 17,700.00	
Other (list):		
Insurance/Acctg/Bank Fees	\$ 900.00	
Events	\$ 13,500.00	
Membership Dues	\$ 400.00	
Teacher Grants	\$ 3,200.00	
Clubs	\$ 600.00	
Facility Improvements	\$ 2,000.00	
Library	\$ 6,000.00	
	\$	
Total Expenditures		<u>\$ 44,300.00</u>
Ending Cash Balance, June 30, <u>2026</u>		<u>\$ 37,663.95</u>

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 2025-2026 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: Sherri Buntin  Date: 08/11/2025

Title: Skyline Elementary School PTA Treasurer

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 2024 - 2025 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.)

Representative: [Signature] Date: 7-21-25

Representative: Rebecca Chetry Date: 7-21-25

Representative: Annie Ory Date: 7.21.25

Representative: Allison Hoopasser Date: 7-21-25

Representative: _____ Date: _____



MEMBER CERTIFICATE OF INSURANCE

11/01/2024

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):

Skyline Elementary PTA
Sherri Buntin or Current Officer
1402 E Sunrise
Stillwater,OK 74075

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):

1402 E Sunrise
Stillwater,OK 74075

Insured #: OKPT19092

Table with 5 columns: Coverage, Policy #, Effective Dates, Deductible, Limits of Insurance. Rows include General Liability and Directors and Officers.

Retroactive Date:11/01/2024

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

Handwritten signature

APPLICATION FOR SANCTIONING
Due Annually on September 1

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: 6/6/2025Select One: Initial Application _____ Renewal

Name of Sanctioned Organization:

Stillwater Ag Booster Club

Official Mailing Address for the organization:

PO Box 241, Stillwater, OK. 74076Organization's Taxpayer I.D. Number: 84-1729796**Organization President****Organization Treasurer**Name: Mandy GrossName: Miriam McGaughPhone: 405-744-4063Phone: 405-833-7073Email: Mandy.gross@okstate.eduEmail: miriam.mcgauigh@okstate.edu

Organization's Purpose, Goals, and the Benefit to District Students: _____

Financially support and encourage Stillwater Public Schools' students engaged in Stillwaterpublic School's Agricultural Education and FFA and/or Payne County 4-H Club and activitiesOrganizations's Website and/or Social Media Accounts: Stillwater Ag Booster Club - Facebook, Instagramhttps://www.stillwateragboosters.com/

(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 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. Sign and date this application and have the school faculty sponsor review and sign (required).
- 4. Provide a copy of your organization's by-laws and/or constitution and a list of all officers.
- 5. Email or deliver the application and attachments to:

Chief Financial Officer
314 S. Lewis
Stillwater, OK 74074
- 6. Signing this form certifies that you agree to attend mandatory district training

Miriam McGaugh - Treasurer

Organization Representative/Office Name and Position (printed)

M. McGaugh
Signature

7/3/2025
Date

Tanner Nipper
School Faculty Sponsor / Athletic Coach Name (printed)

Tanner Nipper
Signature

8/19/25
Date

APPLICATION FOR SANCTIONING (Cont.)

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

Name of Organization/Association: Stillwater Ag Booster Club

FINANCIAL ACTIVITY FOR SCHOOL YEAR 24-25

Beginning Cash Balance, July 1, 2024 \$ 70,977.71 ✓

Collections:

Fundraiser, Merchandise Sales, Etc.	\$ <u>47,818.00</u>
Donations	\$ <u>5,380.50</u>
Parent/Student Contributions	\$ <u>1,958.43</u>
Other (list):	
Interest Income	\$ <u>904.19</u>
Deposit to Savings from Checking	\$ <u>4,000.00</u>
	\$ _____

Total Collections \$ 60,061.12

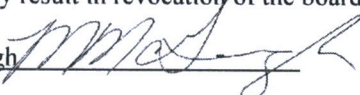
Expenditures:

Fundraising Expenses	\$ <u>7,908.66</u>
Other (list):	
General Expenses	\$ <u>5,115.35</u>
Local and County Show Expenses	\$ <u>7,698.92</u>
Program & Project Support fo SPS Students	\$ <u>66,733.47</u>
Scholarships	\$ <u>2,000.00</u>
	\$ _____
	\$ _____
	\$ _____
	\$ _____

Total Expenditures \$ 89,456.40 ✓

Ending Cash Balance, June 30, 2025 \$ 41,582.43 ✓

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: Miriam McGaugh  Date: 7/3/2025

Title: Treasurer

Received and reviewed by Chief Financial Officer:

Name/Title: _____ Date: _____

APPLICATION FOR SANCTIONING (Cont.)

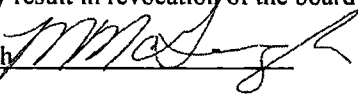
ORGANIZATION/ASSOCIATION
UNAUDITED CASH FLOW STATEMENT FOR UPCOMING SCHOOL YEAR (JULY 1 – JUNE 30)

Name of Organization/Association: Stillwater Ag Booster Club

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2025-2026

Beginning Cash Balance, July 1, <u>2025</u>		\$ 41,582.43
Collections:		
Fundraiser, Merchandise Sales, Etc.	\$ 35,500.00	
Donations	\$ 6,500.00	
Parent/Student Contributions	\$ 350.00	
Other (list):		
Interest Income	\$ 500.00	
_____	\$ _____	
_____	\$ _____	
Total Collections		\$ 42,850.00
Expenditures:		
Fundraising Expenses	\$ 14,650.00	
Other (list):		
General	\$ 1,500.00	
Local & County Show	\$ 6,000.00	
Scholarships	\$ 2,000.00	
Program/ Project Support & Special Projects	\$ 44,900.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures		\$ 67,050.00
Ending Cash Balance, June 30, <u>2026</u>		\$ 17,382.43

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: Miriam McGaugh  Date: 7/3/2025

Title: Treasurer

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 _____ 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.)

Representative:  Date: 8-19-25

Representative:  Date: 8-19-2025

Representative: _____ Date: _____

Representative: _____ Date: _____

Representative: _____ Date: _____



**ASSOCIATION
INSURANCE
MANAGEMENT INC**

MEMBER CERTIFICATE OF INSURANCE

08/21/2025

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 Ag Boosters
Miriam McGaugh or Current Officer
PO Box 241
Stillwater, OK 74076

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):

4409 S Brush Creek Rd
Stillwater, OK 74074

Insured #: OKBO19330

Coverage	Policy #	Effective Dates	Deductible	Limits of Insurance	
General Liability Concert Specialty Insurance Company	GL2025AIM38010	08/21/25 - 08/21/26	\$0	Per Occurrence	\$1,000,000
		08/21/25 - 08/21/26		Damage to Rented Premises	\$50,000
		08/21/25 - 08/21/26		Extended Medical	\$5,000
		08/21/25 - 08/21/26		Personal & Advertising Injury	\$1,000,000
				General Aggregate	\$2,000,000
				Products - Comp/Ops	\$2,000,000
Fidelity Bond (Crime) Concert Specialty Insurance Company	CR2025AIM28007	08/21/25 - 08/21/26	\$250	Per Occurrence / Aggregate	\$10,000
Directors and Officers Concert Specialty Insurance Company	DO2025AIM31893	08/21/25 - 08/21/26	\$0	Per Occurrence / Aggregate	\$1,000,000

Retroactive Date:08/21/2025

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



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

STILLWATER AG BOOSTERS
PO BOX 241
STILLWATER, OK 74076-0241

Date:
08/29/2024
Employer ID number:
84-1729796
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: 877-829-5500
Accounting period ending:
June 30
Public charity status:
509(a)(2)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
August 24, 2024
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053639012164

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

RECEIVED AUG 07 2025 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: 8/5/25 Select One: Initial Application _____ Renewal

Name of Sanctioned Organization: Sangre Ridge PTO

Official Mailing Address for the organization: 2500 S Sangre Rd. Stillwater OK

Organization's Taxpayer I.D. Number: 84-2412070 74074

Organization President
Name: Heidi Walker

Organization Treasurer
Name: Kaitlee Holmes

Phone: 405-747-5450

Phone: 580-307-4493

Email: heidi.k.walker@gmail.com

Email: kaitleeholmes23@yahoo.com

Organization's Purpose, Goals, and the Benefit to District Students: To provide support services for teachers, support staff, and parents of Sangre Ridge students.

Organizations's Website and/or Social Media Accounts: Sangre Ridge PTO Instagram and Facebook.

(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.

Karlee Holmes Treasurer
 Organization Representative/Office Name and Position (printed)

Karlee Holmes
 Signature

8/5/25
 Date

Carmy Poff Principal
 School Faculty Sponsor / Athletic Coach Name (printed)

Cami Pitzkowski
 Signature

8-5-25
 Date

RECEIVED VRS 8/5/25

APPLICATION FOR SANCTIONING (Cont.)

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

Name of Organization/Association: Sangre Ridge Elementary PTO

FINANCIAL ACTIVITY FOR SCHOOL YEAR 7/1/24 - 6/30/25

Beginning Cash Balance, July 1, 2024 \$ 66,173.24 ✓

Collections:

Fundraiser, Merchandise Sales, Etc.	\$ <u>61,436.64</u>
Donations	\$ _____
Parent/Student Contributions	\$ _____
Other (list):	
<u>membership</u>	\$ <u>2230</u>
<u>yearbook</u>	\$ <u>1670</u>
	\$ _____

Total Collections \$ 65,336.64

Expenditures:

Fundraising Expenses	\$ <u>2,620.06</u>
Other (list):	
<u>PTO operating costs</u>	\$ <u>2,449.00</u>
<u>Classroom needs / supplies</u>	\$ <u>20,454.72</u>
<u>Teacher appreciation</u>	\$ <u>5916.27</u>
<u>Furniture</u>	\$ <u>15,020.94</u>
<u>5th Grade</u>	\$ <u>3748.23</u>
	\$ _____
	\$ _____
	\$ _____

Total Expenditures \$ 50,209.22

Ending Cash Balance, June 30, 2025 \$ 81,300.66 ✓

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: Kailee Holmes Date: 8/5/25

Title: Treasurer

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: Sangre Ridge Elementary PTO

FINANCIAL ACTIVITY FOR SCHOOL YEAR 25-26

Beginning Cash Balance, July 1, 2025 \$ 81,300.66 ✓

Collections:

Fundraiser, Merchandise Sales, Etc.	\$ <u>57,715</u>
Donations	\$ _____
Parent/Student Contributions	\$ _____
Other (list):	
<u>membership</u>	\$ <u>2230</u>
<u>yearbook</u>	\$ <u>1670</u>
_____	\$ _____

Total Collections \$ 61,615

Expenditures:

Fundraising Expenses (new playground)	\$ <u>75,000</u>
Other (list):	
<u>PTO operating costs</u>	\$ <u>2,500</u>
<u>classroom needs/supplies</u>	\$ <u>26,000</u>
<u>Teacher appreciation</u>	\$ <u>6,000</u>
<u>5th grade</u>	\$ <u>3500</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Expenditures \$ 107,000

Ending Cash Balance, June 30, 2026 \$ 35,915.66

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: Kailee Holmes Date: 8/5/25

Title: Treasurer

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 _____ 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.)

Representative: Kaine Helms Date: 8/5/25
Representative: Heidi Wiles Date: 8-5-25
Representative: Caplatz Date: 8-5-25
Representative: _____ Date: _____
Representative: _____ Date: _____



MEMBER CERTIFICATE OF INSURANCE

02/27/2025

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):

Sangre Ridge PTO
 Heidi Warren or Current Officer
 2500 S Sangre Rd
 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):

2500 S Sangre Rd
 Stillwater, OK 74074

Insured #: OKPO19941

Coverage	Policy #	Effective Dates	Deductible	Limits of Insurance	
General Liability Concert Specialty Insurance Company	GL2025AIM28130	02/27/25 - 02/27/26	\$0	Per Occurrence	\$1,000,000
		02/27/25 - 02/27/26		Damage to Rented Premises	\$50,000
		02/27/25 - 02/27/26		Extended Medical	\$5,000
		02/27/25 - 02/27/26		Personal & Advertising Injury	\$1,000,000
				General Aggregate	\$2,000,000
				Products - Comp/Ops	\$2,000,000
Fidelity Bond (Crime) Concert Specialty Insurance Company	CR2025AIM21325	02/27/25 - 02/27/26	\$250	Per Occurrence / Aggregate	\$10,000
Property (Business Personal) Concert Specialty Insurance Company	IM2025AIM04316	02/27/25 - 02/27/26	\$250	Per Occurrence / Aggregate	\$10,000
Directors and Officers Concert Specialty Insurance Company	DO2025AIM23885	02/27/25 - 02/27/26	\$0	Per Occurrence / Aggregate	\$1,000,000

Retroactive Date:02/27/2024

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

RECEIVED AUG 07 2025

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: 8/6/25 Select One: Initial Application _____ Renewal

Name of Sanctioned Organization: STILLWATER SISTER SCHOOL EXCHANGE BOOSTER

Official Mailing Address for the organization: 3231 S. PIONEER ST. STILLWATER, OK.

Organization's Taxpayer I.D. Number: 33-4221215 74074

Organization President

Organization Treasurer

Name: ANGELA GAMBIE

Name: Christine Murthy

Phone: 405-269-2820

Phone: 412-309-1929

Email: agamble@stillwater.medical.org Email: christinemurthy@gmail.com

Organization's Purpose, Goals, and the Benefit to District Students: _____

TO ASSIST AND SUPPORT THE STILLWATER SISTER SCHOOL EXCHANGE PROGRAM WITH ACTIVITIES, FUNDRAISING AND FINANCIAL SUPPORT

Organizations's Website and/or Social Media Accounts: _____

(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.

PRESIDENT / ANGELA GAMBIE
 Organization Representative/Office Name and Position (printed)

Angela Gambie
 Signature

 Date

JAKE EHRLICH
 School Faculty Sponsor / Athletic Coach Name (printed)

[Signature]
 Signature

8/6/25
 Date

APPLICATION FOR SANCTIONING (Cont.)

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

Name of Organization/Association: STILLWATER SISTER SCHOOLS EXCHANGE BOOSTER

FINANCIAL ACTIVITY FOR SCHOOL YEAR 24-25

Beginning Cash Balance, July 1, 2025 (ESTABLISHED IN APRIL 25) \$ 50.00 ✓

Collections:

Fundraiser, Merchandise Sales, Etc.	\$ <u>6,690.00</u>
Donations	\$ _____
Parent/Student Contributions	\$ _____
Other (list):	\$ _____

Total Collections

\$ 6,740.00

Expenditures:

Fundraising Expenses	\$ _____
Other (list):	\$ _____
<u>SERVICE CHARGES (BANK)</u>	\$ <u>15.00</u>
<u>IRS FORM 1023-EZ</u>	\$ <u>275.00</u>
	\$ <u>115.00</u>
	\$ _____
	\$ _____
	\$ _____
	\$ _____
	\$ _____
	\$ _____
	\$ _____

Total Expenditures

\$ 405.20

Ending Cash Balance, June 30, 2025

\$ 6,334.80 ✓

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 _____ 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: Angela Gamble

Date: _____

Title: _____

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 SISTER SCHOOLS EXCHANGE BOOSTER

FINANCIAL ACTIVITY FOR SCHOOL YEAR 25-26

Beginning Cash Balance, July 1, 2025 \$ 6,334.80

Collections:

Fundraiser, Merchandise Sales, Etc.	\$ <u>7,482.00</u>
Donations	\$ <u>3,500.00</u>
Parent/Student Contributions	\$ _____
Other (list):	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Collections \$ 10,982.00

Expenditures:

Fundraising Expenses	\$ _____
Other (list):	
<u>BANK SERVICE CHARGES</u>	\$ <u>60.00</u>
<u>FLIGHTS (REMAINING BALANCE)</u>	\$ <u>5,303.73</u>
<u>HOTELS</u>	\$ <u>2,227.31</u>
<u>CELL PHONE USAGE - INTERNATIONAL</u>	\$ <u>360.00</u>
<u>FOOD</u>	\$ <u>500.00</u>
<u>INSURANCE - BOOSTER CLUB</u>	\$ <u>195.00</u>
<u>GIFTS FOR KAMEOKA</u>	\$ <u>4,000.00</u>
<u>MISC.</u>	\$ <u>1,000.00</u>

Total Expenditures \$ 13,646.04

Ending Cash Balance, June 30, 2026 \$ 3,670.76

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 _____ 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: Angela Yarnale Date: _____

Title: _____

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 _____ 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.)

Representative: Sarah Rector

Date: 8/15/25

Representative: J. M. Kelly

Date: 8/19/25

Representative: _____

Date: _____

Representative: _____

Date: _____

Representative: _____

Date: _____

RECEIVED
AUG 21 2025

BY: _____



MEMBER CERTIFICATE OF INSURANCE

08/08/2025

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 Sister Schools Exchange Booster
Jake Ehrlich or Current Officer
3231 S. PIONEER ST
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):

3231 S. PIONEER ST
Stillwater,OK 74074

Insured #: OKBO19267

Table with 5 columns: Coverage, Policy #, Effective Dates, Deductible, Limits of Insurance. Includes General Liability coverage details with various sub-limits.

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

Handwritten signature of E.B. Allen

**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: _____ Select One: Initial Application _____ Renewal X

Name of Sanctioned Organization: Stillwater Pioneer Band Boosters

Official Mailing Address for the organization: 1224 N Husband St., Stillwater, OK 74045

Organization's Taxpayer I.D. Number: 27-1199428

Organization President

Organization Treasurer

Name: Kerry McNickle

Name: Candace Thrasher

Phone: 405-880-2897

Phone: 405-326-8777

Email: kerry.mcnicke@yahoo.com

Email: cmthrasher1@gmail.com

Organization's Purpose, Goals, and the Benefit to District Students: To aid in providing funds for expenses not usually met by the BOE by organizing and administering fundraisers and fundraising activities. To assist financially and logistically to optimize the experience of the students and staff in the Stillwater Pioneer Band Program. To aid the Band Directors in the pursuit of their vision for the future of the Stillwater Pioneer Band Program.

Organizations's Website and/or Social Media Accounts: stillwaterbands.org

Facebook: @stwbands Instagram: @stwbands

(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:

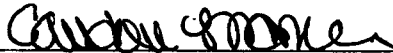
1. Read policies CFBB and CFBB-P and complete this application: the cash flow statement for the prior school year, the cash flow statement estimate for the future school year and the independent audit review certification. If necessary, use additional sheets of paper.
2. Attach twelve (12) months of 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.

Candace Thrasher, Treasurer

Organization Representative/Office Name and Position (printed)



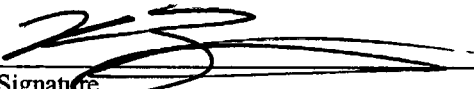
Signature

07-03-2025

Date

Kevin Zamborsky

School Faculty Sponsor / Athletic Coach Name (printed)



Signature

07-03-2025

Date

APPLICATION FOR SANCTIONING (Cont.)

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

Name of Organization/Association: Stillwater Pioneer Band Boosters

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2024-2025

Beginning Cash Balance, July 1, 2024 \$ 50,505.77 ✓

Collections:

Fundraiser, Merchandise Sales, Etc.	\$ <u>40,242.70</u>
Donations	\$ <u>1,890.00</u>
Parent/Student Contributions	\$ <u>86,483.83</u>
Other (list):	
Operational	\$ <u>31,991.05</u>
Grants	\$ <u>27,000.00</u>
Events	\$ <u>39,320.80</u>

Total Collections \$ 226,928.38

Expenditures:

Fundraising Expenses	\$ <u>2,636.86</u>
Other (list):	
Instructional	\$ <u>29,487.11</u>
Operational	\$ <u>31,556.75</u>
Uniforms & Supplies	\$ <u>33,634.58</u>
Equipment	\$ <u>29,673.15</u>
Events	\$ <u>90,675.66</u>
Scholarships	\$ <u>1,250.00</u>
Transportation	\$ <u>2,890.89</u>
	\$ _____

Total Expenditures \$ 221,805.00

Ending Cash Balance, June 30, 2025 \$ 55,629.15 ✓

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 2024-2025 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: Candace Thrasher Date: 07-03-2025

Title: Treasurer

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 Pioneer Band Boosters

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2025-2026

Beginning Cash Balance, July 1, <u>2025</u>		\$ 55,629.15
Collections:		
Fundraiser, Merchandise Sales, Etc.	\$ 35,000	
Donations	\$ 1,500	
Parent/Student Contributions	\$ 85,000	
Other (list):		
Operational	\$ 30,000	
Events	\$ 35,000	
Grants	\$ 5,000	
Total Collections		\$ 191,500
Expenditures:		
Fundraising Expenses	\$ 2,500	
Other (list):		
Instructional	\$ 30,000	
Operational	\$ 30,000	
Uniforms	\$ 35,000	
Equipment	\$ 10,000	
Events	\$ 90,000	
Scholarships	\$ 1,500	
Transportation	\$ 3,000	
Total Expenditures		\$ 202,000
Ending Cash Balance, June 30, <u>2026</u>		\$ 45,129.15

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 2025-2026 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: Candace Thrasher

Date: 07-03-2025

Title: Treasurer

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 2024-2025 school year was in accordance with board policy, reconciles to the submitted unaudited cash flow statement, and all financial transactions were made in accordance with the organization's by-laws and procedures. (A minimum of two signatures required.)

Representative: Jandy Crocker Date: 7/4/25

Representative: Courtney Savage Date: 7/4/25

Representative: _____ Date: _____

Representative: _____ Date: _____

Representative: _____ Date: _____



**ASSOCIATION
INSURANCE
MANAGEMENT INC**

MEMBER CERTIFICATE OF INSURANCE

06/19/2025

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 Band Boosters
Kerry McNickle or Current Officer
1224 N. Husband Street
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):

1224 N. Husband Street
Stillwater, OK 74074

Insured #: OKBO19157

Coverage	Policy #	Effective Dates	Deductible	Limits of Insurance	
General Liability Concert Specialty Insurance Company	GL2025AIM33303	06/19/25 - 06/19/26	\$0	Per Occurrence	\$1,000,000
		06/19/25 - 06/19/26		Damage to Rented Premises	\$50,000
		06/19/25 - 06/19/26		Extended Medical	\$5,000
		06/19/25 - 06/19/26		Personal & Advertising Injury	\$1,000,000
		06/19/25 - 06/19/26		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: September 9, 2025

AGENDA ITEM:

Annual Estimate of Needs

BOARD ACTION REQUESTED:

Consider and Vote to approve the Annual Estimate of Needs for FY 2025-2026

BACKGROUND INFORMATION:

This report is prepared by Jenkins & Kemper Auditors. Since we are on the School Budget Act, this report will only cover the Building Fund (21) and provides an Annual Financial Estimate of Needs for SY 2025-2026.

**School District
2025-2026 Estimate of Needs
and
Financial Statement of the Fiscal Year 2024-2025**

**Board of Education of Stillwater Public Schools
District No. I-16
County of Payne
State of Oklahoma**

To the Excise Board of said County and State, Greetings:

Pursuant to the requirements of 68 O. S. 2001 Section 3002, we submit herewith, for your consideration the within statement of the financial condition of the Board of Education of Stillwater Public Schools, District No. I-16, County of Payne, State of Oklahoma for the fiscal year beginning July 1, 2025, and ending June 30, 2026, together with an itemized statement of the estimated Income and Probable Needs of said School District for the ensuing fiscal year. We have separately prepared, executed and submit Financial Statements for the Fiscal Year so terminated, and Estimate of Requirements for the ensuing Fiscal Year, for such Sinking Fund, if any, as pertains to this District for the Bond, Coupon, and Judgment indebtedness, if any, outstanding and unpaid as of June 30, 2026, and also for the Sinking Fund of any disorganized District whose area or the major portion thereof is now embraced within the boundaries of this District; and this Certificate is as applicable thereto as if fully embodied therein. The same have been prepared in conformity with Statute.

Two copies of this Financial Statement and Estimate of Needs should be filed with the County Clerk not later than September 30 for all School Districts. One complete signed copy must be sent to the State Auditor and Inspector, 2300 N. Lincoln Blvd Room 100, Oklahoma City, OK 73105-4801 and one copy will be retained by the County Clerk. If publication may not be had by date required for filing, affidavit and proof of publication are required to be attached within five days after date of filing.

Prepared by: Jenkins & Kemper, CPA, P.C.

Submitted to the Payne County Excise Board

This _____ Day of _____, 2025

School Board Member's Signatures

Chairman: _____	Clerk: _____
Member: _____	Member: _____
Member: _____	Member: _____
Member: _____	Member: _____
Member: _____	Member: _____
Treasurer: _____	

In addition,

1. We, the undersigned, duly elected, qualified and acting officers of the Board of Education of the aforesaid School District located wholly or in major area in the County and State aforesaid, do hereby certify that, at regular session begun at the time provided by law, we carefully considered the reports submitted by the several officers and employees as required by 68 O. S. 2001 Section 3004, carefully considered the statements and estimate of needs heretofore prepared for the purpose of ascertaining any additional or emergency levy necessary for the ensuing fiscal year and revised, corrected or amended the same to disclose the true fiscal condition as of June 30, 2025, and to provide for the needs of the District for the ensuing fiscal year as now ascertained; and we do hereby certify that the within statement of the financial condition is true and correct, and that the within estimates for all purposes for the ensuing fiscal year are reasonably necessary for the proper conduct of the affairs of said School District, and that the statement of Estimated Income from sources other than ad valorem taxes is not in excess of the lawfully authorized ratio of the actual collections from such sources during the previous fiscal year.

2. We further certify that any cash fund balance reported in our Building Fund is required for immediate or cumulative program of construction unless there be attached within a verified copy of a resolution signed by a majority of the members of this Board to the effect the program of building has been completed or abandoned. If attached, then the Excise Board is directed to apply said Balance to reduce Levies in accordance with 62 O. S. 2001, Section 333.

3. We also certify that a levy of 15.000 Mills over and above the number of mills allocated by the County Excise Board will be reasonably necessary for the proper conduct of the affairs of said school district during the fiscal year 2025-2026.

4. We also certify that, after due and legal notice of an election thereon, an emergency levy of 5.000 Mills, over and above the number of mills provided by Law and allocated by the County Excise Board in addition thereto for school purposes, were made permanent by election.

5. We also certify that, after due and legal notice of an election thereon, a local support levy of 10.000 Mills, in addition to the levies hereinbefore provided, were made permanent by election.

6. We also certify that, after due and legal notice of an election thereon, pursuant to Article 10, Section 10, of the Constitution of Oklahoma, an additional levy of 5.000 Mills, were made permanent by election.

Clerk of Board of Education

President of Board of Education

Treasurer of Board of Education

Subscribed and sworn to before me this ____ day of _____, 2025.

Notary Public

My Commission Expires

Affidavit of Publication

State of Oklahoma, County of Payne

I, _____, the undersigned duly qualified and acting Clerk of the Board of Education of Stillwater Public Schools, School District No. I-16, County and State aforesaid, being first duly sworn according to law, hereby depose and say:

1. That I complied with 68 O. S. 2001 Section 3002, (both independent and dependent) by having the within Financial Statement and Estimate of Needs which was prepared at the time and in the manner provided by law, published as required by law, in a legally-qualified newspaper of general circulation in the district, there being no legally-qualified newspaper published in the school district, as evidenced by a copy of such published statement and estimate together with proof of publication thereof attached hereto marked Exhibit No. 1 and made a part hereof (strike inapplicable phrases).
2. That I complied with currently effective statutes, by having the Notice of Emergency Levy Election and the call for such Election on the date hereinbefore certified by the Governing Board, the Itemized Statements and the Itemized Estimate of the amount necessary for the ensuing fiscal year requiring such emergency levy for the current expense purposes as prepared by the Board of Education duly published or posted, as the case may be, in full compliance with law for this class of school district, and as provided by law duly made public in the manner and at the time provided by law, for this class of district and in all respects according to law, in relation to said election on such emergency levy as hereinbefore certified by said Governing Board.
3. That I complied with the statute by having published or posted (if required for this class of district) the notice of local support levy election, and the call for such election on the date hereinbefore certified by the Board of Education. That the Estimate of Needs as prepared by the Board of Education required such local support levy in addition to other tax levies, to fully meet the current expense purposes of the school district for the ensuing year.
4. That in conformity to resolution by said Board of Education, I caused Notice of Building Fund Levy Election under the provisions of Article 10, Section 10, Oklahoma Constitution, and the Call of such Election on the date hereinbefore certified by the Governing Board, together with Itemized Statements and an Estimate of the amount necessary for the ensuing fiscal year requiring such levy for the purpose of erecting, remodeling or repairing school buildings, and for purchasing school furniture, in said District, published or posted to contain such Notice and Call, fixing the number of voting places and particularly describing each and every such place or places, and fixing the day on which such election should be had after the expiration of such notice, duly published or posted as is required by law for this class of district.

Clerk, Board of Education

Subscribed and sworn to before me this _____ day of _____, 2025.

Notary Public

My Commission Expires

Secretary and Clerk of Excise Board
Payne County, Oklahoma



JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

Independent Accountant's Compilation Report

August 15, 2025

Honorable Board of Education
Stillwater Public Schools
District No. I-16, Payne County

We have compiled the 2024-25 prescribed financial statements for the Sinking Fund as of and for the fiscal year ended June 30, 2025, and the 2025-26 Estimate of Needs (S.A.&I. Form 2661R06) and Publication Sheet (S.A.&I. Form 2662R06) for District No. I-16, Payne County, included in the accompanying prescribed form. We have not audited or reviewed the prescribed financial statements, estimate of needs and publication sheet forms for the Sinking Fund referred to above and, accordingly, do not express an opinion or provide any assurance about whether the prescribed financial statements, estimate of needs and publication sheet forms for the Sinking Fund are in accordance with the basis of accounting prescribed by the Office of the Oklahoma State Auditor and Inspector.

Management is responsible for the preparation and fair presentation of the prescribed financial statements, estimate of needs and publication sheet in accordance with the applicable prescribed financial framework and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the prescribed financial statements, estimate of needs and publication sheet.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements and supporting information without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the prescribed financial statements, estimate of needs and publication sheet.

The prescribed financial statements, estimate of needs and publication sheet forms for the Sinking Fund are presented in accordance with the requirements prescribed by the Office of the Oklahoma State Auditor and Inspector per 68 OS § 3003.B., as defined by rules promulgated by the Oklahoma State Department of Education per 70 OS § 5-134.1.D., which differ from generally accepted accounting principles. Accordingly, these prescribed forms are not designed for those who are not informed about such differences.

This report is intended solely for the information and use of the Oklahoma State Department of Education, Stillwater Public Schools, Payne County Excise Board, and for filing with the State Auditor and Inspector of Oklahoma and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper,
Certified Public Accountants, P.C.

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SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule 1: Detail of Bond and Coupon Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)					
PURPOSE OF BOND ISSUE:					2015 Building
Date Of Issue					5/1/2015
Date Of Sale By Delivery					5/1/2015
HOW AND WHEN BONDS MATURE:					
Uniform Maturities:					
Date Maturity Begins					5/1/2017
Amount Of Each Uniform Maturity					\$ 310,000.00
Final Maturity Otherwise:					
Date of Final Maturity					5/1/2025
Amount of Final Maturity					\$ 320,000.00
AMOUNT OF ORIGINAL ISSUE					\$ 2,800,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year					\$ 0.00
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:					
Bond Issues Accruing By Tax Levy					\$ 2,800,000.00
Years To Run					10
Normal Annual Accrual					\$ 0.00
Tax Years Run					10
Accrual Liability To Date					\$ 2,800,000.00
Deductions From Total Accruals:					
Bonds Paid Prior To 6-30-2024					\$ 2,480,000.00
Bonds Paid During 2024-2025					\$ 320,000.00
Matured Bonds Unpaid					\$ 0.00
Balance Of Accrual Liability					\$ 0.00
TOTAL BONDS OUTSTANDING 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 0.00
Coupon Computation:	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Requirement for Interest Earnings After Last Tax-Levy Year:					
Terminal Interest To Accrue					\$ 0.00
Years To Run					0
Accrue Each Year					\$ 0.00
Tax Years Run					0
Total Accrual To Date					\$ 0.00
Current Interest Earned Through 2025-2026					\$ 0.00
Total Interest To Levy For 2025-2026					\$ 0.00
INTEREST COUPON ACCOUNT:					
Interest Earned But Unpaid 6-30-2024:					
Matured					\$ 0.00
Unmatured					\$ 1,066.67
Interest Earnings 2024-2025					\$ 5,333.33
Coupons Paid Through 2024-2025					\$ 6,400.00
Interest Earned But Unpaid 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 0.00

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule I: Detail of Bond and Coupon Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)					
PURPOSE OF BOND ISSUE:					2018 Comb. Purpose
Date Of Issue					6/1/2018
Date Of Sale By Delivery					6/1/2018
HOW AND WHEN BONDS MATURE:					
Uniform Maturities:					
Date Maturity Begins					6/1/2020
Amount Of Each Uniform Maturity					\$ 2,000,000.00
Final Maturity Otherwise:					
Date of Final Maturity					6/1/2025
Amount of Final Maturity					\$ 2,000,000.00
AMOUNT OF ORIGINAL ISSUE					\$ 12,000,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year					\$ 0.00
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:					
Bond Issues Accruing By Tax Levy					\$ 12,000,000.00
Years To Run					7
Normal Annual Accrual					\$ 0.00
Tax Years Run					7
Accrual Liability To Date					\$ 12,000,000.00
Deductions From Total Accruals:					
Bonds Paid Prior To 6-30-2024					\$ 10,000,000.00
Bonds Paid During 2024-2025					\$ 2,000,000.00
Matured Bonds Unpaid					\$ 0.00
Balance Of Accrual Liability					\$ 0.00
TOTAL BONDS OUTSTANDING 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 0.00
Coupon Computation:	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Requirement for Interest Earnings After Last Tax-Levy Year:					
Terminal Interest To Accrue					\$ 0.00
Years To Run					0
Accrue Each Year					\$ 0.00
Tax Years Run					0
Total Accrual To Date					\$ 0.00
Current Interest Earned Through 2025-2026					\$ 0.00
Total Interest To Levy For 2025-2026					\$ 0.00
INTEREST COUPON ACCOUNT:					
Interest Earned But Unpaid 6-30-2024:					
Matured					\$ 0.00
Unmatured					\$ 5,000.00
Interest Earnings 2024-2025					\$ 55,000.00
Coupons Paid Through 2024-2025					\$ 60,000.00
Interest Earned But Unpaid 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 0.00

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule I: Detail of Bond and Coupon Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)					
PURPOSE OF BOND ISSUE:					2020 Comb Purpose Bonds
Date Of Issue					6/1/2020
Date Of Sale By Delivery					6/1/2020
HOW AND WHEN BONDS MATURE:					
Uniform Maturities:					
Date Maturity Begins					6/1/2022
Amount Of Each Uniform Maturity					\$ 1,140,000.00
Final Maturity Otherwise:					
Date of Final Maturity					6/1/2028
Amount of Final Maturity					\$ 1,160,000.00
AMOUNT OF ORIGINAL ISSUE					\$ 8,000,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year					\$ 0.00
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:					
Bond Issues Accruing By Tax Levy					\$ 8,000,000.00
Years To Run					7
Normal Annual Accrual					\$ 1,142,857.14
Tax Years Run					4
Accrual Liability To Date					\$ 4,571,428.57
Deductions From Total Accruals:					
Bonds Paid Prior To 6-30-2024					\$ 3,420,000.00
Bonds Paid During 2024-2025					\$ 1,140,000.00
Matured Bonds Unpaid					\$ 0.00
Balance Of Accrual Liability					\$ 11,428.57
TOTAL BONDS OUTSTANDING 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 3,440,000.00
Coupon Computation:	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons	6/1/2026	\$ 1,140,000.00	2.000%	11 Mo.	\$ 20,900.00
Bonds and Coupons	6/1/2027	\$ 1,140,000.00	2.000%	12 Mo.	\$ 22,800.00
Bonds and Coupons	6/1/2028	\$ 1,160,000.00	2.000%	12 Mo.	\$ 23,200.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Requirement for Interest Earnings After Last Tax-Levy Year:					
Terminal Interest To Accrue					\$ 0.00
Years To Run					0
Accrue Each Year					\$ 0.00
Tax Years Run					0
Total Accrual To Date					\$ 0.00
Current Interest Earned Through 2025-2026					\$ 66,900.00
Total Interest To Levy For 2025-2026					\$ 66,900.00
INTEREST COUPON ACCOUNT:					
Interest Earned But Unpaid 6-30-2024:					
Matured					\$ 0.00
Unmatured					\$ 6,778.33
Interest Earnings 2024-2025					\$ 80,295.00
Coupons Paid Through 2024-2025					\$ 81,340.00
Interest Earned But Unpaid 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 5,733.33

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule I: Detail of Bond and Coupon Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)					
PURPOSE OF BOND ISSUE:					2021 Comb Purp Bonds
Date Of Issue					6/1/2021
Date Of Sale By Delivery					6/1/2021
HOW AND WHEN BONDS MATURE:					
Uniform Maturities:					
Date Maturity Begins					6/1/2023
Amount Of Each Uniform Maturity					\$ 3,250,000.00
Final Maturity Otherwise:					
Date of Final Maturity					6/1/2026
Amount of Final Maturity					\$ 3,250,000.00
AMOUNT OF ORIGINAL ISSUE					\$ 13,000,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year					\$ 0.00
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:					
Bond Issues Accruing By Tax Levy					\$ 13,000,000.00
Years To Run					5
Normal Annual Accrual					\$ 2,600,000.00
Tax Years Run					4
Accrual Liability To Date					\$ 10,400,000.00
Deductions From Total Accruals:					
Bonds Paid Prior To 6-30-2024					\$ 6,500,000.00
Bonds Paid During 2024-2025					\$ 3,250,000.00
Matured Bonds Unpaid					\$ 0.00
Balance Of Accrual Liability					\$ 650,000.00
TOTAL BONDS OUTSTANDING 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 3,250,000.00
Coupon Computation:	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons	6/1/2026	\$ 3,250,000.00	1.125%	11 Mo.	\$ 33,515.63
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Requirement for Interest Earnings After Last Tax-Levy Year:					
Terminal Interest To Accrue					\$ 0.00
Years To Run					0
Accrue Each Year					\$ 0.00
Tax Years Run					0
Total Accrual To Date					\$ 0.00
Current Interest Earned Through 2025-2026					\$ 33,515.63
Total Interest To Levy For 2025-2026					\$ 33,515.63
INTEREST COUPON ACCOUNT:					
Interest Earned But Unpaid 6-30-2024:					
Matured					\$ 0.00
Unmatured					\$ 6,093.76
Interest Earnings 2024-2025					\$ 70,078.13
Coupons Paid Through 2024-2025					\$ 73,125.00
Interest Earned But Unpaid 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 3,046.88

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule 1: Detail of Bond and Coupon Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)						
PURPOSE OF BOND ISSUE:						2022 Comb Purp Bonds
Date Of Issue						6/1/2022
Date Of Sale By Delivery						6/1/2022
HOW AND WHEN BONDS MATURE:						
Uniform Maturities:						
Date Maturity Begins						6/1/2024
Amount Of Each Uniform Maturity						\$ 1,000,000.00
Final Maturity Otherwise:						
Date of Final Maturity						6/1/2031
Amount of Final Maturity						\$ 1,000,000.00
AMOUNT OF ORIGINAL ISSUE						\$ 8,000,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year						\$ 0.00
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:						
Bond Issues Accruing By Tax Levy						\$ 8,000,000.00
Years To Run						9
Normal Annual Accrual						\$ 888,888.89
Tax Years Run						3
Accrual Liability To Date						\$ 2,666,666.67
Deductions From Total Accruals:						
Bonds Paid Prior To 6-30-2024						\$ 1,000,000.00
Bonds Paid During 2024-2025						\$ 1,000,000.00
Matured Bonds Unpaid						\$ 0.00
Balance Of Accrual Liability						\$ 666,666.67
TOTAL BONDS OUTSTANDING 6-30-2025:						
Matured						\$ 0.00
Unmatured						\$ 6,000,000.00
Coupon Computation:		Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount
Bonds and Coupons					Mo.	\$ 0.00
Bonds and Coupons	6/1/2026	\$ 1,000,000.00	3.000%	11	Mo.	\$ 27,500.00
Bonds and Coupons	6/1/2027	\$ 1,000,000.00	3.000%	12	Mo.	\$ 30,000.00
Bonds and Coupons	6/1/2028	\$ 1,000,000.00	3.000%	12	Mo.	\$ 30,000.00
Bonds and Coupons	6/1/2029	\$ 1,000,000.00	3.000%	12	Mo.	\$ 30,000.00
Bonds and Coupons	6/1/2030	\$ 1,000,000.00	3.000%	12	Mo.	\$ 30,000.00
Bonds and Coupons	6/1/2031	\$ 1,000,000.00	3.000%	12	Mo.	\$ 30,000.00
Bonds and Coupons					Mo.	\$ 0.00
Bonds and Coupons					Mo.	\$ 0.00
Bonds and Coupons					Mo.	\$ 0.00
Requirement for Interest Earnings After Last Tax-Levy Year:						
Terminal Interest To Accrue						\$ 0.00
Years To Run						0
Accrue Each Year						\$ 0.00
Tax Years Run						0
Total Accrual To Date						\$ 0.00
Current Interest Earned Through 2025-2026						\$ 177,500.00
Total Interest To Levy For 2025-2026						\$ 177,500.00
INTEREST COUPON ACCOUNT:						
Interest Earned But Unpaid 6-30-2024:						
Matured						\$ 0.00
Unmatured						\$ 17,500.00
Interest Earnings 2024-2025						\$ 207,500.00
Coupons Paid Through 2024-2025						\$ 210,000.00
Interest Earned But Unpaid 6-30-2025:						
Matured						\$ 0.00
Unmatured						\$ 15,000.00

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule 1: Detail of Bond and Coupon Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)						
PURPOSE OF BOND ISSUE:						2023A Bldg Bonds
Date Of Issue						6/1/2023
Date Of Sale By Delivery						6/1/2023
HOW AND WHEN BONDS MATURE:						
Uniform Maturities:						
Date Maturity Begins						6/1/2025
Amount Of Each Uniform Maturity						\$ 2,670,000.00
Final Maturity Otherwise:						
Date of Final Maturity						6/1/2029
Amount of Final Maturity						\$ 2,685,000.00
AMOUNT OF ORIGINAL ISSUE						\$ 13,365,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year						\$ 0.00
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:						
Bond Issues Accruing By Tax Levy						\$ 13,365,000.00
Years To Run						6
Normal Annual Accrual						\$ 2,227,500.00
Tax Years Run						2
Accrual Liability To Date						\$ 4,455,000.00
Deductions From Total Accruals:						
Bonds Paid Prior To 6-30-2024						\$ 0.00
Bonds Paid During 2024-2025						\$ 2,670,000.00
Matured Bonds Unpaid						\$ 0.00
Balance Of Accrual Liability						\$ 1,785,000.00
TOTAL BONDS OUTSTANDING 6-30-2025:						
Matured						\$ 0.00
Unmatured						\$ 10,695,000.00
Coupon Computation:	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount	
Bonds and Coupons				Mo.	\$ 0.00	
Bonds and Coupons	6/1/2026	\$ 2,670,000.00	0.500%	11 Mo.	\$ 12,237.50	
Bonds and Coupons	6/1/2027	\$ 2,670,000.00	4.000%	12 Mo.	\$ 106,800.00	
Bonds and Coupons	6/1/2028	\$ 2,670,000.00	4.000%	12 Mo.	\$ 106,800.00	
Bonds and Coupons	6/1/2029	\$ 2,685,000.00	4.000%	12 Mo.	\$ 107,400.00	
Bonds and Coupons				Mo.	\$ 0.00	
Bonds and Coupons				Mo.	\$ 0.00	
Bonds and Coupons				Mo.	\$ 0.00	
Bonds and Coupons				Mo.	\$ 0.00	
Bonds and Coupons				Mo.	\$ 0.00	
Requirement for Interest Earnings After Last Tax-Levy Year:						
Terminal Interest To Accrue						\$ 0.00
Years To Run						0
Accrue Each Year						\$ 0.00
Tax Years Run						0
Total Accrual To Date						\$ 0.00
Current Interest Earned Through 2025-2026						\$ 333,237.50
Total Interest To Levy For 2025-2026						\$ 333,237.50
INTEREST COUPON ACCOUNT:						
Interest Earned But Unpaid 6-30-2024:						
Matured						\$ 0.00
Unmatured						\$ 38,987.50
Interest Earnings 2024-2025						\$ 456,725.00
Coupons Paid Through 2024-2025						\$ 467,850.00
Interest Earned But Unpaid 6-30-2025:						
Matured						\$ 0.00
Unmatured						\$ 27,862.50

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule 1: Detail of Bond and Coupon Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)					
PURPOSE OF BOND ISSUE:					2023B Bldg Bonds
Date Of Issue					6/1/2023
Date Of Sale By Delivery					6/1/2023
HOW AND WHEN BONDS MATURE:					
Uniform Maturities:					
Date Maturity Begins					6/1/2025
Amount Of Each Uniform Maturity					\$ 2,400,000.00
Final Maturity Otherwise:					
Date of Final Maturity					6/1/2029
Amount of Final Maturity					\$ 2,400,000.00
AMOUNT OF ORIGINAL ISSUE					\$ 12,000,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year					\$ 0.00
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:					
Bond Issues Accruing By Tax Levy					\$ 12,000,000.00
Years To Run					6
Normal Annual Accrual					\$ 2,000,000.00
Tax Years Run					2
Accrual Liability To Date					\$ 4,000,000.00
Deductions From Total Accruals:					
Bonds Paid Prior To 6-30-2024					\$ 0.00
Bonds Paid During 2024-2025					\$ 2,400,000.00
Matured Bonds Unpaid					\$ 0.00
Balance Of Accrual Liability					\$ 1,600,000.00
TOTAL BONDS OUTSTANDING 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 9,600,000.00
Coupon Computation:	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons	6/1/2026	\$ 2,400,000.00	0.500%	11 Mo.	\$ 11,000.00
Bonds and Coupons	6/1/2027	\$ 2,400,000.00	4.000%	12 Mo.	\$ 96,000.00
Bonds and Coupons	6/1/2028	\$ 2,400,000.00	4.000%	12 Mo.	\$ 96,000.00
Bonds and Coupons	6/1/2029	\$ 2,400,000.00	4.000%	12 Mo.	\$ 96,000.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Requirement for Interest Earnings After Last Tax-Levy Year:					
Terminal Interest To Accrue					\$ 0.00
Years To Run					0
Accrue Each Year					\$ 0.00
Tax Years Run					0
Total Accrual To Date					\$ 0.00
Current Interest Earned Through 2025-2026					\$ 299,000.00
Total Interest To Levy For 2025-2026					\$ 299,000.00
INTEREST COUPON ACCOUNT:					
Interest Earned But Unpaid 6-30-2024:					
Matured					\$ 0.00
Unmatured					\$ 35,000.00
Interest Earnings 2024-2025					\$ 410,000.00
Coupons Paid Through 2024-2025					\$ 420,000.00
Interest Earned But Unpaid 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 25,000.00

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule I: Detail of Bond and Coupon Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)					
PURPOSE OF BOND ISSUE:					2024 Comb Purp Bonds
Date Of Issue					6/1/2024
Date Of Sale By Delivery					6/1/2024
HOW AND WHEN BONDS MATURE:					
Uniform Maturities:					
Date Maturity Begins					6/1/2026
Amount Of Each Uniform Maturity					\$ 3,250,000.00
Final Maturity Otherwise:					
Date of Final Maturity					6/1/2029
Amount of Final Maturity					\$ 3,250,000.00
AMOUNT OF ORIGINAL ISSUE					\$ 13,000,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year					\$ 0.00
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:					
Bond Issues Accruing By Tax Levy					\$ 13,000,000.00
Years To Run					5
Normal Annual Accrual					\$ 2,600,000.00
Tax Years Run					1
Accrual Liability To Date					\$ 2,600,000.00
Deductions From Total Accruals:					
Bonds Paid Prior To 6-30-2024					\$ 0.00
Bonds Paid During 2024-2025					\$ 0.00
Matured Bonds Unpaid					\$ 0.00
Balance Of Accrual Liability					\$ 2,600,000.00
TOTAL BONDS OUTSTANDING 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 13,000,000.00
Coupon Computation:	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount
Bonds and Coupons	6/1/2026	\$ 3,250,000.00	4.000%	11 Mo.	\$ 119,166.67
Bonds and Coupons	6/1/2027	\$ 3,250,000.00	4.000%	12 Mo.	\$ 130,000.00
Bonds and Coupons	6/1/2028	\$ 3,250,000.00	4.000%	12 Mo.	\$ 130,000.00
Bonds and Coupons	6/1/2029	\$ 3,250,000.00	4.000%	12 Mo.	\$ 130,000.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Bonds and Coupons				Mo.	\$ 0.00
Requirement for Interest Earnings After Last Tax-Levy Year:					
Terminal Interest To Accrue					\$ 0.00
Years To Run					0
Accrue Each Year					\$ 0.00
Tax Years Run					0
Total Accrual To Date					\$ 0.00
Current Interest Earned Through 2025-2026					\$ 509,166.67
Total Interest To Levy For 2025-2026					\$ 509,166.67
INTEREST COUPON ACCOUNT:					
Interest Earned But Unpaid 6-30-2024:					
Matured					\$ 0.00
Unmatured					\$ 0.00
Interest Earnings 2024-2025					\$ 563,333.33
Coupons Paid Through 2024-2025					\$ 520,000.00
Interest Earned But Unpaid 6-30-2025:					
Matured					\$ 0.00
Unmatured					\$ 43,333.33

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule I: Detail of Bond and Coupon Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)						
PURPOSE OF BOND ISSUE:						2025A Comb Purp Bonds
Date Of Issue						6/1/2025
Date Of Sale By Delivery						6/1/2025
HOW AND WHEN BONDS MATURE:						
Uniform Maturities:						
Date Maturity Begins						6/1/2027
Amount Of Each Uniform Maturity						\$ 3,935,000.00
Final Maturity Otherwise:						
Date of Final Maturity						6/1/2030
Amount of Final Maturity						\$ 3,945,000.00
AMOUNT OF ORIGINAL ISSUE						\$ 15,750,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year						\$ 0.00
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:						
Bond Issues Accruing By Tax Levy						\$ 15,750,000.00
Years To Run						5
Normal Annual Accrual						\$ 3,150,000.00
Tax Years Run						0
Accrual Liability To Date						\$ 0.00
Deductions From Total Accruals:						
Bonds Paid Prior To 6-30-2024						\$ 0.00
Bonds Paid During 2024-2025						\$ 0.00
Matured Bonds Unpaid						\$ 0.00
Balance Of Accrual Liability						\$ 0.00
TOTAL BONDS OUTSTANDING 6-30-2025:						
Matured						\$ 0.00
Unmatured						\$ 15,750,000.00
Coupon Computation:	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount	
Bonds and Coupons				Mo.	\$ 0.00	
Bonds and Coupons	6/1/2027	\$ 3,935,000.00	5.000%	13 Mo.	\$ 213,145.83	
Bonds and Coupons	6/1/2028	\$ 3,935,000.00	5.000%	13 Mo.	\$ 213,145.83	
Bonds and Coupons	6/1/2029	\$ 3,935,000.00	5.000%	13 Mo.	\$ 213,145.83	
Bonds and Coupons	6/1/2030	\$ 3,945,000.00	5.000%	13 Mo.	\$ 213,687.50	
Bonds and Coupons				Mo.	\$ 0.00	
Bonds and Coupons				Mo.	\$ 0.00	
Bonds and Coupons				Mo.	\$ 0.00	
Bonds and Coupons				Mo.	\$ 0.00	
Bonds and Coupons				Mo.	\$ 0.00	
Requirement for Interest Earnings After Last Tax-Levy Year:						
Terminal Interest To Accrue						\$ 0.00
Years To Run						0
Accrue Each Year						\$ 0.00
Tax Years Run						0
Total Accrual To Date						\$ 0.00
Current Interest Earned Through 2025-2026						\$ 853,125.00
Total Interest To Levy For 2025-2026						\$ 853,125.00
INTEREST COUPON ACCOUNT:						
Interest Earned But Unpaid 6-30-2024:						
Matured						\$ 0.00
Unmatured						\$ 0.00
Interest Earnings 2024-2025						\$ 0.00
Coupons Paid Through 2024-2025						\$ 0.00
Interest Earned But Unpaid 6-30-2025:						
Matured						\$ 0.00
Unmatured						\$ 0.00

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule 1: Detail of Bond and Coupon Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)		Total All Bonds
PURPOSE OF BOND ISSUE:		
HOW AND WHEN BONDS MATURE:		
Uniform Maturities:	Amount Of Each Uniform Maturity	\$ 19,955,000.00
Final Maturity Otherwise:	Amount of Final Maturity	\$ 20,010,000.00
AMOUNT OF ORIGINAL ISSUE		\$ 97,915,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year		\$ 0.00
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:		
Bond Issues Accruing By Tax Levy		\$ 97,915,000.00
Normal Annual Accrual		\$ 14,609,246.03
Accrual Liability To Date		\$ 43,493,095.24
Deductions From Total Accruals:		
Bonds Paid Prior To 6-30-2024		\$ 23,400,000.00
Bonds Paid During 2024-2025		\$ 12,780,000.00
Matured Bonds Unpaid		\$ 0.00
Balance Of Accrual Liability		\$ 7,313,095.24
TOTAL BONDS OUTSTANDING 6-30-2025:		
Matured		\$ 0.00
Unmatured		\$ 61,735,000.00
Requirement for Interest Earnings After Last Tax-Levy Year:		
Terminal Interest To Accrue		\$ 0.00
Accrue Each Year		\$ 0.00
Total Accrual To Date		\$ 0.00
Current Interest Earned Through 2025-2026		\$ 2,272,444.79
Total Interest To Levy For 2025-2026		\$ 2,272,444.79
INTEREST COUPON ACCOUNT:		
Interest Earned But Unpaid 6-30-2024:		
Matured		\$ 0.00
Unmatured		\$ 110,426.26
Interest Earnings 2024-2025		\$ 1,848,264.79
Coupons Paid Through 2024-2025		\$ 1,838,715.00
Interest Earned But Unpaid 6-30-2025:		
Matured		\$ 0.00
Unmatured		\$ 119,976.05

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule 2: Detail of Judgment Indebtedness as of June 30, 2025 - Not Affecting Homesteads (New)						
Judgments For Indebtedness Originally Incurred After January 8, 1937. (New)						
IN FAVOR OF						TOTAL ALL JUDGMENTS
BY WHOM OWNED						
PURPOSE OF JUDGMENT						
Case Number						
NAME OF COURT						
Date of Judgment						
Principal Amount of Judgment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest Rate Assigned by Court	0.00%	0.00%	0.00%	0.00%	0.00%	
Tax Levies Made	0	0	0	0	0	
Principal Amount Provided for to June 30, 2024	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Principal Amount Provided for in 2024-2025	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
PRINCIPAL AMOUNT NOT PROVIDED FOR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
AMOUNT TO PROVIDE BY TAX LEVY FISCAL YEAR 2025-2026						
Principal 1/3	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
FOR ALL JUDGMENTS REPORTED						
LEVIED FOR BUT UNPAID JUDGMENT OBLIGATIONS						
OUTSTANDING JUNE 30, 2024						
Principal	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
JUDGMENT OBLIGATIONS SINCE LEVIED FOR:						
Principal	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
JUDGMENT OBLIGATIONS SINCE PAID:						
Principal	\$ 8,039.48	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,039.48
Interest	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
LEVIED BUT UNPAID JUDGMENT OBLIGATIONS						
OUTSTANDING JUNE 30, 2025						
Principal	\$ (8,039.48)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ (8,039.48)
Interest	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total	\$ (8,039.48)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Schedule 3: Prepaid Judgments as of June 30, 2025						
Prepaid Judgments On Indebtedness Originating After January 8, 1937						
NAME OF JUDGMENT						TOTAL ALL PREPAID JUDGMENTS
CASE NUMBER						
NAME OF COURT						
Principal Amount of Judgment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Tax Levies Made	0	0	0	0	0	
Unreimbursed Balance At June 30, 2024	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Reimbursement By 2024-2025 Tax Levy	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Annual Accrual On Prepaid Judgments	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Stricken By Court Order	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Asset Balance	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule 4: Sinking Fund Cash Statement		SINKING FUND	
Revenue Receipts and Disbursements (Fund 41)	Detail	Extension	
Cash on Hand June 30, 2024		\$ 7,908,563.26	
Investments Since Liquidated	\$ 0.00		
COLLECTED AND APPORTIONED:			
Contributions From Other Districts	\$ 0.00		
2023 and Prior Ad Valorem Tax	\$ 405,754.05		
2024 Ad Valorem Tax	\$ 15,170,217.35		
Miscellaneous Receipts	\$ 777,061.85		
TOTAL RECEIPTS			\$ 16,353,033.25
TOTAL RECEIPTS AND BALANCE			\$ 24,261,596.51
DISBURSEMENTS:			
Coupons Paid	\$ 1,838,715.00		
Interest Paid on Past-Due Coupons	\$ 0.00		
Bonds Paid	\$ 12,780,000.00		
Interest Paid on Past-Due Bonds	\$ 0.00		
Commission Paid to Fiscal Agency	\$ 3,750.00		
Judgments Paid	\$ 8,039.48		
Interest Paid on Such Judgments	\$ 0.00		
Investments Purchased	\$ 0.00		
Judgments Paid Under 62 O.S. 1981, Sect 435	\$ 0.00		
TOTAL DISBURSEMENTS			\$ 14,630,504.48
CASH BALANCE ON HAND JUNE 30, 2025			\$ 9,631,092.03

Schedule 5: Sinking Fund Balance Sheet		SINKING FUND	
	Detail	Extension	
Cash Balance on Hand June 30, 2025		\$ 9,631,092.03	
Legal Investments Properly Maturing	\$ 0.00		
Judgments Paid to Recover by Tax Levy	\$ 0.00		
TOTAL LIQUID ASSETS			\$ 9,631,092.03
DEDUCT MATURED INDEBTEDNESS:			
a. Past-Due Coupons	\$ 0.00		
b. Interest Accrued Thereon	\$ 0.00		
c. Past-Due Bonds	\$ 0.00		
d. Interest Thereon After Last Coupon	\$ 0.00		
e. Fiscal Agent Commission On Above	\$ 0.00		
f. Judgements and Interest Levied for But Unpaid	\$ 0.00		
TOTAL Items a. Through f. (To Extension Column)			\$ 0.00
BALANCE OF ASSETS SUBJECT TO ACCRUALS			\$ 9,631,092.03
DEDUCT ACCRUAL RESERVES IF ASSETS SUFFICIENT:			
g. Earned Unmatured Interest	\$ 119,976.05		
h. Accrual on Final Coupons	\$ 0.00		
i. Accrued on Unmatured Bonds	\$ 7,313,095.24		
TOTAL Items g. Through i. (To Extension Column)			\$ 7,433,071.29
EXCESS OF ASSETS OVER ACCRUAL RESERVES			\$ 2,198,020.74

Schedule 6: Estimate of Sinking Fund Needs		SINKING FUND	
	Computed By Governing Board	Provided By Excise Board	
Interest Earnings on Bonds	\$ 2,272,444.79	\$ 2,272,444.79	
Accrual on Unmatured Bonds	\$ 14,609,246.03	\$ 14,609,246.03	
Annual Accrual on "Prepaid" Judgments	\$ 0.00	\$ 0.00	
Annual Accrual on Unpaid Judgments	\$ 0.00	\$ 0.00	
Interest on Unpaid Judgments	\$ 0.00	\$ 0.00	
Participating Contributions (Annexations):	\$ 0.00	\$ 0.00	
For Credit to School Dist. No.	\$ 0.00	\$ 0.00	
For Credit to School Dist. No.	\$ 0.00	\$ 0.00	
For Credit to School Dist. No.	\$ 0.00	\$ 0.00	
For Credit to School Dist. No.	\$ 0.00	\$ 0.00	
Annual Accrual From Exhibit KK	\$ 0.00	\$ 0.00	
TOTAL SINKING FUND PROVISION	\$ 16,881,690.82	\$ 16,881,690.82	

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule 7: Ad Valorem Tax Account - Sinking Funds				
ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025		0.000	Mills	Amount
Gross Value	\$	0.00	Net Value	\$
		0.00		
Total Proceeds of Levy as Certified				\$ 14,850,384.17
Additions:				\$ 0.00
Deductions:				\$ 0.00
Gross Balance Tax				\$ 14,850,384.17
Less Reserve for Delinquent Tax				\$ 707,161.15
Reserve for Protests Pending				\$ 0.00
Balance Available Tax				\$ 14,143,223.02
Deduct 2024 Tax Apportioned				\$ 15,170,217.35
Net Balance 2024 Tax in Process of Collection				\$ 0.00
Excess Collections				\$ 1,026,994.33

Schedule 8: Sinking Fund Contributions From Other Districts Due To Boundary Changes		
SCHOOL DISTRICT CONTRIBUTIONS	SINKING FUND	
	Actually Received	Provided For in Budget of Contributing School District
From School District No.	\$ 0.00	\$ 0.00
From School District No.	\$ 0.00	\$ 0.00
From School District No.	\$ 0.00	\$ 0.00
From School District No.	\$ 0.00	\$ 0.00
From School District No.	\$ 0.00	\$ 0.00
From School District No.	\$ 0.00	\$ 0.00
From School District No.	\$ 0.00	\$ 0.00
From School District No.	\$ 0.00	\$ 0.00
From School District No.	\$ 0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 0.00

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "E"

Schedule 10: Miscellaneous Revenue	2024-25 ACCOUNT	
Source	Amount	
1000 DISTRICT SOURCES OF REVENUE:		
1200 Tuition & Fees	\$	0.00
1300 EARNINGS ON INVESTMENTS AND BOND SALES		
1310 Interest Earnings	\$	50,312.50
1320 Dividends on Insurance Policies	\$	0.00
1330 Premium on Bonds Sold	\$	0.00
1340 Accrued Interest on Bond Sales	\$	0.00
1350 Interest on Taxes	\$	0.00
1360 Earnings From Oklahoma Commission on School Funds Management	\$	0.00
1370 Proceeds From Sale of Original Bonds	\$	0.00
1390 Other Earnings on Investments	\$	0.00
TOTAL EARNINGS ON INVESTMENTS AND BOND SALES	\$	50,312.50
1400 RENTAL, DISPOSALS AND COMMISSIONS		
1410 Rental of School Facilities	\$	0.00
1420 Rental of Property Other Than School Facilities	\$	0.00
1430 Sales of Building and/or Real Estate	\$	0.00
1440 Sales of Equipment, Services and Materials	\$	0.00
1450 Bookstore Revenue	\$	0.00
1460 Commissions	\$	0.00
1470 Shop Revenue	\$	0.00
1490 Other Rental, Disposals and Commissions	\$	0.00
TOTAL RENTAL, DISPOSALS AND COMMISSIONS	\$	0.00
1500 Reimbursements	\$	0.00
1600 Other Local Sources of Revenue	\$	0.00
1700 Child Nutrition Programs	\$	0.00
1800 Athletics	\$	0.00
TOTAL DISTRICT SOURCES OF REVENUE	\$	50,312.50
2000 INTERMEDIATE SOURCES OF REVENUE:		
2100 County 4 Mill Ad Valorem Tax	\$	0.00
2200 County Apportionment (Mortgage Tax)	\$	0.00
2300 Resale of Property Fund Distribution	\$	0.00
2900 Other Intermediate Sources of Revenue	\$	0.00
TOTAL INTERMEDIATE SOURCES OF REVENUE	\$	0.00
3000 STATE SOURCES OF REVENUE:		
3100 Total Dedicated Revenue	\$	2,231.89
3200 Total State Aid - General Operations - Non-Categorical	\$	0.00
3300 State Aid - Competitive Grants - Categorical	\$	0.00
3400 State - Categorical	\$	0.00
3500 Special Programs	\$	0.00
3600 Other State Sources of Revenue	\$	73.75
3700 Child Nutrition Program	\$	0.00
3800 State Vocational Programs - Multi-Source	\$	0.00
TOTAL STATE SOURCES OF REVENUE	\$	2,305.64
4000 FEDERAL SOURCES OF REVENUE:		
TOTAL FEDERAL SOURCES OF REVENUE	\$	0.00
5000 NON-REVENUE RECEIPTS:		
TOTAL NON-REVENUE RECEIPTS		724,443.71
GRAND TOTAL	\$	777,061.85

Year	Month	Day	Time	Location	Description	Amount	Balance
1998	Jan	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Jan	15	12:00	Home	Withdrawal	500.00	500.00
1998	Jan	31	10:00	Home	Final deposit	500.00	1000.00
1998	Feb	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Feb	15	12:00	Home	Withdrawal	500.00	500.00
1998	Feb	31	10:00	Home	Final deposit	500.00	1000.00
1998	Mar	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Mar	15	12:00	Home	Withdrawal	500.00	500.00
1998	Mar	31	10:00	Home	Final deposit	500.00	1000.00
1998	Apr	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Apr	15	12:00	Home	Withdrawal	500.00	500.00
1998	Apr	31	10:00	Home	Final deposit	500.00	1000.00
1998	May	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	May	15	12:00	Home	Withdrawal	500.00	500.00
1998	May	31	10:00	Home	Final deposit	500.00	1000.00
1998	Jun	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Jun	15	12:00	Home	Withdrawal	500.00	500.00
1998	Jun	31	10:00	Home	Final deposit	500.00	1000.00
1998	Jul	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Jul	15	12:00	Home	Withdrawal	500.00	500.00
1998	Jul	31	10:00	Home	Final deposit	500.00	1000.00
1998	Aug	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Aug	15	12:00	Home	Withdrawal	500.00	500.00
1998	Aug	31	10:00	Home	Final deposit	500.00	1000.00
1998	Sep	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Sep	15	12:00	Home	Withdrawal	500.00	500.00
1998	Sep	31	10:00	Home	Final deposit	500.00	1000.00
1998	Oct	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Oct	15	12:00	Home	Withdrawal	500.00	500.00
1998	Oct	31	10:00	Home	Final deposit	500.00	1000.00
1998	Nov	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Nov	15	12:00	Home	Withdrawal	500.00	500.00
1998	Nov	31	10:00	Home	Final deposit	500.00	1000.00
1998	Dec	1	10:00	Home	Initial deposit	1000.00	1000.00
1998	Dec	15	12:00	Home	Withdrawal	500.00	500.00
1998	Dec	31	10:00	Home	Final deposit	500.00	1000.00

CERTIFICATE OF EXCISE BOARD

State of Oklahoma, County of Payne

We, do further certify that we have examined the statement of estimated needs for the current fiscal year ending June 30, 2025, as certified by the Board of Education of Stillwater Public Schools, District Number I-16 of said County and State, and its financial statement for the preceding year, and in so doing we have diligently performed the duties imposed upon this Excise Board by 68 O. S. 2001 Section 3007, by (1) ascertaining that the financial statements, as to the statistics therein contained, reflect the true fiscal condition at the close of the fiscal year, or caused the same to be corrected so to show; (2) struck from the estimate of needs so submitted any items not authorized by law and reduced to the sum authorized by law any items restricted by statute as to the amount lawfully expendable therefor; (3) supplemented such estimate, after appropriate action, by an estimate of needs prepared by this Excise Board to make provision for mandatory functions based upon statistics authoritatively submitted; (4) computed the total means available to each fund in the manner provided, applying the Governing Board's estimate of revenue to be derived from surplus tax of the immediately preceding year and from sources other than ad valorem tax, or reduced such estimate to not less than the lawfully authorized ratio of the several sums realized from such sources during the preceding fiscal year or to such lesser sum as may reasonably be anticipated under altered law or circumstance and using for such determination the basic collections of the preceding year and the ratios on which distribution or apportionment must be made during the ensuing or current year.

To the several and specific purposes of the estimated needs as certified, we have and do hereby appropriate the surplus balances of cash on hand of the prior year, estimates of income from sources other than ad valorem taxation within the limitation fixed by law, and the proceeds of ad valorem tax levy within the number of mills authorized, either by apportionment by the Legislature, allocation by the excise board or by legal election, all of which appropriations are made in so far as the available surpluses, revenues, and levies will permit, except in that we have also provided that, after deducting items consisting of cash and the revenue from all sources other than the 2025 tax and the proceeds of the 2025 tax levy are in excess of the residue of such appropriations, by a sum included for delinquent tax, computed at 10.0% of such residue. And provided further, if said School District has been ascertained to be a well defined State Aid District, the local budget, as approved and appropriated for, has been applied wholly to its operating accounts.

We further certify that the amount required to be raised from tax, excluding Homesteads, for General Revenue Fund purposes as approved, requires a total ad valorem tax levy of 35.000 Mills. Said levy is within the statutory limit, and if in excess, is within the constitutional limit and has been authorized by a vote of the people of said district, as shown by certificate of the School Board to-wit:

To this District, with valuations shown below, the Excise Board allocated 5.000 Mills, plus 15.000 Mills authorized by the Constitution, plus an emergency levy of 5.000 Mills; plus local support levy of 10.000 Mills; for a total levy for the General Fund of 35.000 Mills.

We further certify that the amount required to be raised for building fund purposes as approved requires a tax levy of 5.000 Mills, and said levy has been certified as authorized by a vote of the people at an election held for that purpose. We further certify that Assessed Values used in computing Mill-vote levies have been applied as certified by the County Assessor.

We further certify that we have examined the within statements of account and estimated needs or requirements of the Governing Board of Stillwater Public Schools, School District No. I-16 of said County and State, in relation to the Sinking Fund or Funds thereof, and after finding the same correct or having caused the same to be corrected pursuant to 68 O. S. 2001 Section 3009, have approved the requirements therefor to fulfill the conditions of Section 26 and 28 of Article 10, Oklahoma Constitution, and have made and certified a tax levy therefor to the extent of the excess of said total requirements over the total of items 2, 3, 6, and 12 of Exhibit Y and any other legal deduction, including a reserve of 10.0% for delinquent taxes.

CERTIFICATE OF EXCISE BOARD
ESTIMATE OF NEEDS FOR 2025-2026

EXHIBIT "Y"					
County Excise Board's Appropriation of Income and Revenue	General Fund	Building Fund	Co-op Fund	Child Nutrition Fund	New Sinking Fund (Exc. Homesteads)
Appropriation Approved and Provision Made	\$ 20,197,249.93	\$ 2,886,122.38	\$ 0.00	\$ 0.00	\$ 16,881,690.82
Appropriation of Revenues:					
Excess of Assets Over Liabilities	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,198,020.74
Unclaimed Protest Tax Refunds	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Miscellaneous Estimated Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	None
Est. Value of Surplus Tax in Process	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	None
Sinking Fund Contributions	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Surplus Building Fund Cash	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total Other Than 2025 Tax	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,198,020.74
Balance Required	\$ 20,197,249.93	\$ 2,886,122.38	\$ 0.00	\$ 0.00	\$ 14,683,670.08
Add Allowance for Delinquency	\$ 2,019,724.99	\$ 288,612.24	\$ 0.00	\$ 0.00	\$ 734,183.50
Total Required for 2025 Tax	\$ 22,216,974.92	\$ 3,174,734.62	\$ 0.00	\$ 0.00	\$ 15,417,853.58
Rate of Levy Required and Certified	-----	-----	-----	-----	25.01 Mills

We further certify that the net assessed valuation of the Property, subject to ad valorem taxes, after the amount of all Homestead Exemptions have been deducted in the said School District as finally equalized and certified by the Board of Equalization for the current year 2025-2026 is as follows:

VALUATION AND LEVIES EXCLUDING HOMESTEADS					
County		Real	Personal	Public Service	Total
This County	Payne	\$ 560,828,866	\$ 42,779,561	\$ 12,543,048	\$ 616,151,475
Joint County	Noble	\$ 264,398	\$ 29,581	\$ 438	\$ 294,417
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Joint County		\$ 0	\$ 0	\$ 0	\$ 0
Total Valuations, All Counties		\$ 561,093,264	\$ 42,809,142	\$ 12,543,486	\$ 616,445,892

The assessed valuations herein certified have been used in computing the rates of mill levies and the proceeds thereof appropriated as aforesaid; and that having ascertained as aforesaid, the aggregate amount to be raised by ad valorem taxation, be raised by ad valorem taxation, we thereupon made the above levies therefor as provided by law as follows:

ALL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2024 TO JUNE 30, 2025
STATISTICAL DATA FOR 2025-2026

EXHIBIT "Z"

Schedule 1: SUMMARY RECAPITULATION OF SCHOOL COSTS FOR THE FISCAL YEAR ENDING JUNE 30, 2025, AND
APPORTIONMENT THEREOF

CLASSIFICATION	ACCUMULATION OF EXPENDITURES AND UNLIQUIDATED COMMITMENTS TO DETERMINE PER CAPITA COSTS					
	GENERAL REVENUE FUND	CHILD NUTRITION FUND	BUILDING FUND	SINKING FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS
Current Exp. - Educational	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Current Exp. - Transportation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Current Res. - Educational	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Current Res. - Transportation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Capital Exp. - Educational	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,618,715.00	\$ 0.00	\$ 0.00
Capital Exp. - Transportation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Capital Res. - Educational	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Capital Res. - Transportation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest Paid and Reserved	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,618,715.00	\$ 0.00	\$ 0.00

Enumeration	0.00	Average Daily Attendance	0.00	Average Daily Haul	0.00
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Expenditures and Reserves	ENTERPRISE FUNDS	ACTIVITY FUNDS	EXPENDABLE TRUST FUNDS	NON- EXPENDABLE TRUST FUNDS	INTERNAL SERVICE FUNDS
Current Expenditures - Educational	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Current Expenditures - Transportation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Current Reserves - Educational	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Current Reserves - Transportation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Capital Expenditures - Educational	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Capital Expenditures - Transportation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Capital Reserves - Educational	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Capital Reserves - Transportation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest Paid and Reserved	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Per Capita Cost for:	Education	\$ 0.00	Transportation	\$ 0.00
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Expenditures and Reserves	TOTAL OF ALL APPLICABLE COSTS 2024-2025	OPERATION COSTS ONLY	TRANSPORTATION COSTS ONLY
Current Expenditures - Educational	\$ 0.00	\$ 0.00	\$ 0.00
Current Expenditures - Transportation	\$ 0.00	\$ 0.00	\$ 0.00
Current Reserves - Educational	\$ 0.00	\$ 0.00	\$ 0.00
Current Reserves - Transportation	\$ 0.00	\$ 0.00	\$ 0.00
Capital Expenditures - Educational	\$ 14,618,715.00	\$ 14,618,715.00	\$ 0.00
Capital Expenditures - Transportation	\$ 0.00	\$ 0.00	\$ 0.00
Capital Reserves - Educational	\$ 0.00	\$ 0.00	\$ 0.00
Capital Reserves - Transportation	\$ 0.00	\$ 0.00	\$ 0.00
Interest Paid and Reserved	\$ 0.00	\$ 0.00	\$ 0.00
TOTALS	\$ 14,618,715.00	\$ 14,618,715.00	\$ 0.00

Publication Sheet - Board of Education
 Financial Statement of the Various Funds for the Fiscal Year Ending June 30, 2025
 Estimate of Needs for Fiscal Year Ending June 30, 2026
 Stillwater Public Schools, School District No. 1-16, Payne County, Oklahoma

STATEMENT OF FINANCIAL CONDITION

STATEMENT OF FINANCIAL CONDITION AS OF JUNE 30, 2025	GENERAL FUND DETAIL	BUILDING FUND DETAIL	CO-OP FUND DETAIL	NUTRITION FUND DETAIL
ASSETS:				
Cash Balance June 30, 2025	\$ 7,290,135.66	\$ 3,002,048.19	\$ 0.00	\$ 1,879,148.75
Investments	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL ASSETS	\$ 7,290,135.66	\$ 3,002,048.19	\$ 0.00	\$ 1,879,148.75
LIABILITIES AND RESERVES:				
Warrants Outstanding	\$ 4,740,330.03	\$ 67,752.21	\$ 0.00	\$ 181,471.77
Reserves From Schedule 7	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL LIABILITIES AND RESERVES	\$ 4,740,330.03	\$ 67,752.21	\$ 0.00	\$ 181,471.77
CASH FUND BALANCE (Deficit) JUNE 30, 2025	\$ 2,549,805.63	\$ 2,934,295.98	\$ 0.00	\$ 1,697,676.98

ESTIMATED NEEDS FOR FISCAL YEAR ENDING JUNE 30, 2026

GENERAL FUND	SINKING FUND BALANCE SHEET
Current Expense	\$ 20,197,249.93
Reserve for Int. on Warrants & Revaluation	\$ 0.00
Total Required	\$ 20,197,249.93
FINANCED:	
Cash Fund Balance	\$ 2,549,805.63
Estimated Miscellaneous Revenue	\$ 0.00
Total Deductions	\$ 2,549,805.63
Balance to Raise from Ad Valorem Tax	\$ 17,647,444.30
ESTIMATED MISCELLANEOUS REVENUE:	
1000 Other District Sources of Revenue	\$ 0.00
2100 County 4 Mill Ad Valorem Tax	\$ 0.00
2200 County Apportionment (Mortgage Tax)	\$ 0.00
2300 Resale of Property Fund Distribution	\$ 0.00
2900 Other Intermediate Sources of Revenue	\$ 0.00
3110 Gross Production Tax	\$ 0.00
3120 Motor Vehicle Collections	\$ 0.00
3130 Rural Electric Cooperative Tax	\$ 0.00
3140 State School Land Earnings	\$ 0.00
3150 Vehicle Tax Stamps	\$ 0.00
3160 Farm Implement Tax Stamps	\$ 0.00
3170 Trailers and Mobile Homes	\$ 0.00
3190 Other Dedicated Revenue	\$ 0.00
3200 State Aid - General Operations	\$ 0.00
3300 State Aid - Competitive Grants	\$ 0.00
3400 State - Categorical	\$ 0.00
3500 Special Programs	\$ 0.00
3600 Other State Sources of Revenue	\$ 0.00
3700 Child Nutrition Program	\$ 0.00
3800 State Vocational Programs	\$ 0.00
4100 Capital Outlay	\$ 0.00
4200 Disadvantaged Students	\$ 0.00
4300 Individuals With Disabilities	\$ 0.00
4400 Minority	\$ 0.00
4500 Operations	\$ 0.00
4600 Other Federal Sources of Revenue	\$ 0.00
4700 Child Nutrition Programs	\$ 0.00
4800 Federal Vocational Education	\$ 0.00
5000 Non-Revenue Receipts	\$ 0.00
Total Estimated Revenue	\$ 0.00
SINKING FUND BALANCE SHEET	
1. Cash Balance on Hand June 30, 2025	\$ 9,631,092.03
2. Legal Investments Properly Maturing	\$ 0.00
3. Judgments Paid To Recover By Tax Levy	\$ 0.00
4. Total Liquid Assets	\$ 9,631,092.03
Deduct Matured Indebtedness:	
5. a. Past-Due Coupons	\$ 0.00
6. b. Interest Accrued Thereon	\$ 0.00
7. c. Past-Due Bonds	\$ 0.00
8. d. Interest Thereon after Last Coupon	\$ 0.00
9. e. Fiscal Agency Commissions on Above	\$ 0.00
10. f. Judgments and Int. Levied for/Unpaid	\$ 0.00
11. Total Items a. Through f.	\$ 0.00
12. Balance of Assets Subject to Accrual	\$ 9,631,092.03
Deduct Accrual Reserve if Assets Sufficient:	
13. g. Earned Unmatured Interest	\$ 119,976.05
14. h. Accrual on Final Coupons	\$ 0.00
15. i. Accrued on Unmatured Bonds	\$ 7,313,095.24
16. Total Items g Through i	\$ 7,433,071.29
17. Excess of Assets Over Accrual Reserves **(Page 2)	\$ 2,198,020.74
SINKING FUND REQUIREMENTS FOR 2025-2026	
1. Interest Earnings on Bonds	\$ 2,272,444.79
2. Accrual on Unmatured Bonds	\$ 14,609,246.03
3. Annual Accrual on "Prepaid" Judgments	\$ 0.00
4. Annual Accrual on Unpaid Judgments	\$ 0.00
5. Interest on Unpaid Judgments	\$ 0.00
6. PARTICIPATING CONTRIBUTIONS (Annexations):	\$ 0.00
7. For Credit to School Dist. No.	\$ 0.00
8. For Credit to School Dist. No.	\$ 0.00
9. For Credit to School Dist. No.	\$ 0.00
10. For Credit to School Dist. No.	\$ 0.00
11. Annual Accrual From Exhibit KK	\$ 0.00
Total Sinking Fund Requirements	\$ 16,881,690.82
Deduct:	
1. Excess of Assets over Liabilities (if not a deficit)	\$ 2,198,020.74
2. Contributions From Other Districts	\$ 0.00
Balance To Raise	\$ 14,683,670.08

	SINKING FUND	BUILDING FUND
13d. j. Unmatured Coupons Due Before 4-1-2026	\$ 0.00	\$ 2,886,122.38
14d. k. Unmatured Bonds So Due	\$ 0.00	\$ 0.00
15d. l. Whatever Remains is for Exhibit KK Line E.	\$ 0.00	\$ 2,886,122.38
16d. Deficit as Shown on Sinking Fund Balance Sheet.	\$ 0.00	
17d. Less Cash Requirements for Current Fiscal Year in Excess of Cash on Hand	\$ 0.00	
18d. Remaining Deficit is for Exhibit KK Line F.	\$ 0.00	
		FINANCED:
		Cash Fund Balance
		\$ 2,934,295.98
		Estimated Miscellaneous Revenue
		\$ 0.00
		Total Deductions
		\$ 2,934,295.98
		Balance to Raise from Ad Valorem Tax
		\$ (48,173.60)

	CO-OP FUND	CHILD NUTRITION PROGRAMS FUND
Current Expense	\$ 0.00	\$ 0.00
Reserve for Int. on Warrants & Revaluation	\$ 0.00	\$ 0.00
Total Required	\$ 0.00	\$ 0.00
FINANCED:		
Cash Fund Balance	\$ 0.00	\$ 1,697,676.98
Estimated Miscellaneous Revenue	\$ 0.00	\$ 0.00
Total Deductions	\$ 0.00	\$ 1,697,676.98
Balance	\$ 0.00	\$ (1,697,676.98)

Publication Sheet - Board of Education
Financial Statement of the Various Funds for the Fiscal Year Ending June 30, 2025
Estimate of Needs for Fiscal Year Ending June 30, 2026
Public Schools, School District No. , County, Oklahoma

CERTIFICATE - GOVERNING BOARD

STATE OF OKLAHOMA, COUNTY OF PAYNE, ss:

We, the undersigned duly elected, qualified and acting officers of the Board of Education of Stillwater Public Schools, School District No. I-16, of Said County and State, do hereby certify that at a meeting of the Governing Body of the said District begun at the time provided by law for districts of this class and pursuant to the provisions of 68 O. S. 2001 Section 3003, the foregoing statement was prepared and is a true and correct condition of the Financial Affairs of said District as reflected by the records of the District Clerk and Treasurer. We further certify that the foregoing estimate for current expenses for the fiscal year beginning July 1, 2025 and ending June 30, 2026, as shown are reasonably necessary for the proper conduct of the affairs of the said District, that the Estimated Income to be derived from sources other than ad valorem taxation does not exceed the lawfully authorized ratio of the revenue derived from the same sources during the preceding year.

President of Board of Education

Subscribed and sworn to before me this _____, 2025

Notary Public

The Estimate of Needs shall be published in one issue in some legally qualified newspaper published in such political subdivision. If there be no such newspaper published in such political subdivision, such statement and estimate shall be so published in some legally qualified newspaper of general circulation therein; and such publication shall be made, in each instance, by the board or authority making the estimate.



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

AGENDA ITEM:

Annual Activity Account Fund Raising Projects for FY 2025-2026

BOARD ACTION REQUESTED:

Motion to Approve Annual Activity Account Fund Raising Projects for FY 2025-2026

BACKGROUND INFORMATION:

Fund Raising project bring additional revenue into activity accounts. They are typically approved on the accounts Annual Activity Fund Planning Packages. However, when fund raising projects become available throughout the year that are not listed on the accounts Annual Activity Fund Planning Packages, it must be presented to the Board for approval.

FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Dollar, Palmatary

Name of Activity Fund: Robotics Account No: 932

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

OSU Concessions for football games

PURPOSE OF RAISING FUNDS:

Robotics fees, Worlds, State Equipment

Jan 1 2026

FUNDRAISER DATES: START Sept 1 2025 END

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. EST. EXP. = EST. PROFIT 5,000

Sponsor Signature: Josh Baker

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



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

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: 2025-2026 Sponsor Name: Bryan Bloomer

Name of Activity Fund: Chromebook Replace/Repair Account No: 865

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	BB
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	BB
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	BTS
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	BB

**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.*

RECEIVED AUG. 11. 2025

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 8/8/2025 SITE: Technology

ACCOUNT NAME: Chrome book Replace/Repair

PURPOSE

Primarily used to Supplement funding for district 1:1 devices. Also used as a reserve for unplanned Tech Expenditures related directly to chromebooks

SOURCE(S) OF INCOME

Device Liability Fee
Intentional damage/cost of Repair

PLANNED EXPENSES

See "Purpose"

SPONSOR NAME

Breanna Boyer

SIGNATURE



PRINCIPAL/DIRECTOR

Bryan Bloomer

SIGNATURE



TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY:  DATE: 8/13/25

ACCOUNT NUMBER: 865

BOARD OF EDUCATION APPROVAL DATE: _____

RECEIVED AUG. 11 2025

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 25-26 Sponsor Name: Bryan Bloomer

Name of Activity Fund: Chrome book Replace/Repair Account No: 865

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>2288.58</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
<u>1:1 Insurance fees + Repair Fees</u>	<u>\$70,000</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ _____	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>72,288.58</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
<u>Chrome book Repair Costs</u>	<u>\$40,000.00</u>	
<u>Hotspot Repair Costs</u>	<u>\$10,000.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>50,000.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>22,288.58</u>	\$ _____

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 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:

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



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

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 15 - Residential Appliance Install

CM Contingency Modification : # 15

Date: 08/20/2025 Date Required:

Description of Work: This contingency modification covers the costs associated with funding the remaining labor balance for installing residential appliances. A total of \$11,114.55 will be funded from the lab equipment allowance, which will be fully depleted with this transfer. The remaining \$5,735.06 will be funded through this CMOD.

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 15 - Residential Appliance Install	0.00	LS	0.00	- 5,735.1	0.0	0.00	- 5,735.06	
2 : PDub Contracting LLC	0.00	LS	0.00	5,735.1	0.0	0.00	5,735.06	

Total Change Amount: 0.00

Notes:

Approved By:

Shawn Vick

8/27/2025

Construction Manager:

Date:

WBD

08/29/2025

Architect:

Date:

Blum

7/2/25

Owner:

Date:

Residential Appliance Install

Project: 0309b. Stillwater New High School

Vendor:

PDub Contracting, LLC

Preston Williams

19213 Canyon Creek Place Edmond OK 73012

405-538-7979 Pistolpreston98@gmail.com

Contract Amount:

\$16,849.61

Scope of Work Includes:

1. Provide installation per manufacturer requirements of all appliances as submitted.
2. Provide installation of required appliance accessories.
3. Confirm all water connections are connected properly and do not leak.
4. Deliver from warehouse to Stillwater jobsite.
5. Unload and locate units.
6. All appliances are to be installed level with appropriate spacing in the location shown on the plans.
7. Install all appliances with correct door swings.
8. Install all electrical cords
9. Start and run all appliances through 1 cycle
10. Remove all trash and debris associated with installing appliances to a staging area that can be disposed of in dumpster by others.



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

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

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

Title: OMOD 6 - Gas Meter Relocate & Exterior Sheathing

Owner Contingency Modification : # 6

Date: 08/12/2025 **Date Required:**

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

1. Relocate gas meter location per ONG requirements.
2. Add exterior sheathing at PA Wing curtain wall locations to conceal structure behind.

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 6 - Gas Meter Relocate & Exterior Sheathing	0.00	LS	0.00	- 4,157.0	0.0	0.00	- 4,157.00	
2 : Dense Mechanical	0.00	LS	0.00	2,802.0	0.0	0.00	2,802.00	
3 : Modern Coatings	0.00	LS	0.00	1,355.0	0.0	0.00	1,355.00	

Total Change Amount: 0.00

Notes:

Approved By:

8/13/2025

Construction Manager:

Date:

08/29/2025

Architect:

Date:

9/2/25

Owner:

Date:



Date: 07/30/2025

Attn: Trevor Yarborough/Shawn Vick

Re: Stillwater SPS PA Wing

See our associated cost for relocating NG connection to meter on east side of building. ONG meter was longer than anticipated and had to be relocated to opposite side of mechanical room 1311. This also forces the relocation of FPWH-1 to north side of RM 1311.

Equipment:	\$1,258.00
Labor:	\$1,178.52
Subtotal:	<u>\$2,436.52</u>
OH&P 15%	\$365.48

Total Cost: 2,802

Exclusions – Structural reinforcement, T-Bar ceiling work, line voltage electrical, quick build or expedite associated cost.

Chris Hayes- Project Manager

Chris.hayes@densemecanical.com

(580)551-9480

409 E. Broadway Avenue · Enid, OK 73701
580.234.7842 · [www. DenseComfortSolutions.com](http://www.DenseComfortSolutions.com)
OKLIC#157904 · OKLIC#000842



3600 S. HIGH AVENUE
 OKLAHOMA CITY, OK 73129
 OFFICE: (405) 703-8754
 FAX: (405) 703-8763
 WEBSITE: MODERNCOATINGSOK.COM

REVISED CHANGE ORDER REQUEST #2

project name: **STILLWATER HS - PH. II - PA WING**
 bid date: **JULY 30, 2025**
 bid to: **CMSWILLOWBROOK**
 add'l scope: **ADDITIONAL SHEATHING**

We appreciate the opportunity to work with you on this project. Please see the detailed lists below for Inclusions & Exclusions to this proposal. Should you have any questions, please do not hesitate to contact us.

SCOPE INCLUSIONS

Provide and install sheathing at areas highlighted
 Travel & Bond
 Boom Lift - 1 day
 This proposal shall be made part of the subcontract
 All work is to be done per PDCA Standards

SCOPE EXCLUSIONS

Ceilings, furdowns or exposed structure (except as listed at left)
 Floor finishes (except as listed at left)
 Caulking or sealants (except interior painter's caulk)
 Finishes at aluminum storefront or windows
 Touch-up due to damage by others
 Touch-up of factory finishes
 Touch-up of powder-coated metals
 Signage or graphics
 Sign stenciling/painting at rated walls
 Pipe or mechanical system painting or color coding
 Demolition
 Touch-up or punch list work (done at hourly rate)
 Temporary heat
 Schedule make-up for time lost by previous trades
 Liquidated damages (unless we are direct cause of the delay)
 Permits
 Dumpsters
 Bonds

COR #2 ADDITIONAL SHEATHING \$ 1,355.00

***NOTE: We can begin this additional work upon receipt of an approved copy of this Change Order Request. Added items have to be 100% ready before commencing our portion of work. Any touch-up or items left after our work has been completed will be done at additional cost.**

Jose Rosas Jr.

JOSE ROSAS JR., PRESIDENT/ESTIMATOR
 c: (405) 795-2633
 e: josejr@moderncoatingsok.com

_____ approved by _____ date

This bid is good for 30 days from the bid date above



Owner Contingency Modification

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

Title: OMOD 7 - RFI 26 Megapress Gas Fittings

Owner Contingency Modification : # 7

Date: 08/12/2025 **Date Required:**

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

1. Credit to switch from welded fittings to megapress fittings for gas pipe greater than 2" as outlined in RFI 26.

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 7 - RFI 26 Megapress Gas Fittings	0.00	LS	0.00	2,000.0	0.0	0.00	2,000.00	
2 : Dense Mechanical	0.00	LS	0.00	- 2,000.0	0.0	0.00	- 2,000.00	

Total Change Amount: 0.00

Notes:

Approved By:

8/13/2025

Construction Manager:

Date:

08/29/2025

Architect:

Date:

Owner:

Date:



Date: 07/23/2025
Attn: Willowbrook
Re: Stillwater Highschool PA Wing

Shawn/Trevor, as discussed earlier, I would like to propose a **\$2,000** deduct/credit for use of Megapress fittings on gas pipe >2" in lieu of welded connections.

Let me know if there is anything else I can do. Thank you.

Chris Hayes- Project Manager
Chris.hayes@densemecanical.com
(580)551-9480

409 E. Broadway Avenue · Enid, OK 73701
580.234.7842 · [www. DenseComfortSolutions.com](http://www.DenseComfortSolutions.com)
OKLIC#157904 · OKLIC#000842



Owner Contingency Modification

0309b. - Stillwater New High School

Title: OMOD 74 - RFI 184 North Site Riprap Drainage

Owner Contingency Modification : # 74

Date: 07/31/2025 Date Required:

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

1. Provide and install Riprap in all areas outline in RFI 184. Perform all earthwork required to install Riprap and ensure proper drainage.

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 74 - RFI 184 North Site Riprap Drainage	0.00	LS	0.00	- 29,525.0	0.0	0.00	- 29,525.00	
2 : MK Excavation	0.00	LS	0.00	29,525.0	0.0	0.00	29,525.00	

Total Change Amount: 0.00

Notes:

Approved By:

Shawn Volk

8/13/2025

Construction Manager:

WBJ

Date:

08/29/2025

Architect:

[Signature]

Date:

9/2/25

Owner:

Date:



MK Excavation, LLC

PO Box 863
Stillwater OK 74076-0863
(918) 671-8294

Change Order

Order#: 4

Order Date: 07/29/2025

To: CMSWillowbrook
3108 S. 9th St.
Chickasha OK 73018

Project: 24017
Stillwater New High School EW
410 W Franklin Ln
Stillwater OK 74075

Please sign below to accept the pricing and terms of this Change Order:

Plans Attached

Specifications Attached

Description of Work	Quantity	Unit	Rate	Amount
12" Riprap	350	TN	71.50	25,025.00
Grading	1	LS	4,500.00	4,500.00

Notes

The area to be riprapped will be 10' wide by 300' long and 18" thick. The drainage area will have an 8' bottom and 4:1 slopes. The riprap will be 1' up on the slopes to get the 10' width.

Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change

29,525.00

The Contract Sum will be changed by this Change Order

29,525.00

Print Name: _____ Date: _____

Sign Name: _____ Date: _____



Owner Contingency Modification

0309b. - Stillwater New High School

Title: OMOD 75 - Area 3 Fur Outs

Owner Contingency Modification : # 75

Date: 08/20/2025 Date Required:

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

1. Provide furring material and labor to conceal bar joist at east end of hallway 2050 along the north wall.
2. Provide furring material and labor at the NE corner of Vestibule 1V04 to conceal vertical structural steel.


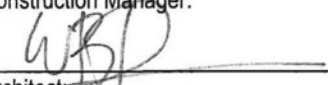

The below items will increase or decrease the contract scheduled value by the amounts listed below. Time in days indicates additional time required to project completion due to the changes referenced.

Item	Units	UM	Unit Price	Item Total	Bonds & Ins	Fee	Total	Time (In days)
1 : OMOD 75 - Area 3 Fur Outs	0.00	LS	0.00	- 1,496.0	0.0	0.00	- 1,496.00	
2 : Wiljo	0.00	LS	0.00	1,496.0	0.0	0.00	1,496.00	

Total Change Amount: 0.00

Notes:

Approved By:

	8/27/2025
Construction Manager:	Date:
	08/29/2025
Architect:	Date:
	8/2/25
Owner:	Date:



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: Stillwater High Schhol Phase 1 Area 3 Fur Outs
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DATE: 8/5/2025	PLAN DATE: N/A
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PER ADDENDUM: as requested

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

	AMOUNT
Layout of our work from established points given by others.	
Clean up of our debris into a dumpster provided by others.	
Provide furring to conceal bar joist at the East end of Hallway 2050 along the North wall separating rm	
Provide furring in the NE corner of Vestibule 1V04 to conceal vertical tube steel.	
Materials.....\$534	
Labor & burdens.....\$807	
Overhead & profit.....\$134	
Bond.....\$21	
	\$1,496
ALTERNATES:	
EXCLUSIONS:	
Wood; Blocking wood or metal; Exposed caulking; Dumpsters; Sealing of MEP penetrations; Engineering; Demolition;	

Respectfully Submitted,

Ken Fry
Project Manager



Owner Contingency Modification

0309b. - Stillwater New High School

Title: OMOD 76 - RFI 172 Area 1 Curtain Wall Break Metal

Owner Contingency Modification : # 76

Date: 08/20/2025 **Date Required:**

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

1. Provide and install bronze break metal at Area 1 storefront to brick transition as outlined in RFI 172.

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 76 - RFI 172 Area 1 Curtain Wall Break Metal	0.00	LS	0.00	- 3,165.0	0.0	0.00	- 3,165.00	
2 : Lee Glass	0.00	LS	0.00	3,165.0	0.0	0.00	3,165.00	

Total Change Amount: 0.00

Notes:

Approved By:

Shawn Vail

8/27/2025

Construction Manager:

Date:

WBD

08/29/2025

Architect:

Date:

B...

9/2/25

Owner:

Date:



CHANGE ORDER	DATE	EXPIRATION DATE	TOTAL
#26284-6	7/30/2025	8/29/2025	\$3,165.00

CUSTOMER

Willowbrook Contruction Services
 (405) 224-1554
 hilary.peters@willowbrook.build

PO Box 807
 Chickasha, ok 73023

JOB INFO

**CMS WILLOWBROOK-Stillwater
 High School Phase 2**
 1515 Cimarron Plaza
 Stillwater, OK 74075

LEE GLASS & WINDOW, LLC

1002 S Lewis St
 Stillwater, OK 74074
 +1 (405) 372-6600
 phil@leeglassco.com

RFI-172-AREA 1 VESTIBULE STEEL ANGLE. PROVIDE AND INSTALL BREAK METAL TO REPLACE ANGLE IRON.

ITEMS	SUBTOTAL
Dark Bronze Break Metal - 410" x 15" Broken into a "Z" shape. Install at right jamb of Curtainwall C-04.	\$2,700.00
Installation Materials - Caulk etc.	\$75.00

ITEMS	SUBTOTAL
Labor to Install	\$390.00

Subtotal:	\$3,165.00
Total:	\$3,165.00
Deposit Due (100%):	\$3,165.00
Balance Due:	\$3,165.00



Owner Contingency Modification

0309b. - Stillwater New High School

Title: OMOD 77 - RFI 181 Kitchen Fire Alarm Power

Owner Contingency Modification : # 77

Date: 08/28/2025 Date Required:

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

1. Provide material and labor to revise kitchen fire alarm power circuitry to be on life safety panel as outlined in RFI 181.

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 77 - RFI 181 Kitchen Fire Alarm Power	0.00	LS	0.00	- 1,941.6	0.0	0.00	- 1,941.58	
2 : Colburn Electric	0.00	LS	0.00	1,941.6	0.0	0.00	1,941.58	

Total Change Amount: 0.00

Notes:

Approved By:

8/29/2025

Construction Manager:

Date:

08/29/2025

Architect:

Date:

9/2/25

Owner:

Date:

Job ID: EW00541



Project: STILLWATER HIGH SCHOOL BUILDING

CO: 37: RFI 181 kitchen hood power

Takeoff

Phase: BRANCH

Item #	Qty	U/	Q/M	Size	Description	Material Result:	Labor Result
TITLE	85.00	EA	M	3/4	EMT ON BAR JOIST MULTI RUN	0.00	0.00
10001	85.00	FT	M	3/4	EMT	76.25	6.02
20001	1.00	EA	M	3/4	EMT FIELD-BEND	0.00	0.29
30001	8.00	EA	M	3/4	EMT STEEL-SS COUPLING	15.55	0.53
630075	16.00	EA	M	3/4	COND HAMMER-ON HGR 1/4- FLNG SNP-CLOSE HD	44.70	1.36
30011	2.00	EA	M	3/4	EMT STEEL SS CONNECTOR	3.44	0.32
70034	194.00	FT	M	10	THHN/THWN CU (STR)	63.42	1.71
70229	97.00	FT	M	10.	GREEN THHN CU (GRD 60A)	32.30	0.98
						235.66	11.21
						235.66	11.21

COLBURN ELECTRIC LLC

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

Phone: (918) 251-
Web:



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

AGENDA ITEM:

Consider and Vote to Approve or Not Approve the Design Review Committee for SPS HS Athletics Phase I Project

BOARD ACTION REQUESTED:

Vote to Approve or Not Approve the Design Review Committee for SPS HS Athletics Phase I Project

BACKGROUND INFORMATION:

According to Stillwater Public School Policy CSA, a Design Review Committee (DRC) shall be established by the board. This committee shall review projects designated for the design review process by the administration.

Policy CSA states "The DRC shall be comprised of no less than five members and up to nine members, as determined by the board. The DRC shall have included in its membership:

1. at least one member who is an employee of the district and is familiar with maintenance and operations of facilities within the district.
2. at least one member with experience and training in a design profession, specializing in one or more of the fields of architecture, interior design or landscape architecture.
3. at least one parent of a currently enrolled student in grades PK-12.
4. at least one member who is employed as a teacher in the district.

The administration is recommending the following committee membership from the criteria listed in policy CSA:

- Bo Gamble, Assistant Superintendent of Operations
- Walter Howell, Principal
- Rob Lamecker, Director of Facilities Management
- Brian Warwick, Athletic Director
- Kyle Waters, Assoc. AD / Facilities OSU (design professional)
- Russell Brorsen, Parent/SHS Alum
- Sarah Sanders, SHS Teacher/Former Coach

The DRC's purpose is to ensure that program requirements are satisfied in the design and that the design quality goals are achieved.



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

AGENDA ITEM:

Consider and Vote to Approve or Not Approve Trafera Student Device Lease Agreement

BOARD ACTION REQUESTED:

Vote to Approve or Not Approve Trafera Student Device Lease Agreement

BACKGROUND INFORMATION:

Trafera Student Device Lease

- Term: 09/10/25 - 06/30/29 (pending annual mutual ratification on 07/01 every year of the lease)
- Cost: \$115,596.00 per year of the lease, for a total of \$462,386.00 over four years
- Fund: Chromebooks & Carts Bond (076)

This is a new contract with Trafera, our primary student device vendor for a four-year lease on 920 Lenovo 14E and 115 Lenovo 300e student chromebooks. This lease is flexibly structured to allow us to:

- Sustainably support the 1:1 student device initiative throughout our current bond cycle.
- Bring Kindergarten and 1st grade up to one device per student to align with the rest of the higher grades.
- Replace aging portions of our current chromebook fleet that have reached the end of their lifecycle.



Thank you for your business! I have attached the documents or other items required to process your transaction with us.

Lease Agreement – sign last page (please include Federal Tax ID Number or provide W-9)

Certificate of Incumbency

* Any document signer(s) for the documentation should add his/her name, title and signature to the document directly under the first paragraph.

* The witness to the Incumbency should write his/her name and title in the top paragraph where indicated. Additionally, the witness will need to date and sign at the bottom of the document.

Lease Schedule – sign first and last page

Rider -sign

Please complete the following checklist and return with documents.

Sales Tax Exemption: No Yes (if yes, please see below)

Is your company considered sales tax exempt? If so, please provide a copy of the tax exemption certificate.

Does your company have any special tax exemption certificates at a state or local level (i.e. manufacturer's tax, sales or property)? If so, please provide a copy of the certificate or other information required. Please specify if it is for sales tax, property tax or both.

Income Tax Exemption: No Yes (if yes, please provide IRS correspondence approval or statute with the applicable information)

Email address for invoices: _____

Return all items using the FedEx slip provided

Should any of the information on the enclosed documents be incorrect, please notify your Sales Executive or your Documentation Administrator immediately to make the appropriate corrections. Thank you!

Sales Executive | Brian Bagley | (612) 718-6136 | brain.bagley@trafera.com

Document Administrator | Tracy Fuchs | (952) 698-2217 | tracy.fuchs@trafera.com



IMPORTANT INFORMATION ABOUT OPENING AN ACCOUNT

*On September 11, 2001, our lives changed forever. In an effort to protect you and our country, the **USA PATRIOT ACT** was signed into law. To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account.*

When you open an account, we will ask for your name, address, date of birth and other information that will allow us to identify you. We may ask to see your driver's license or other identifying documents.

We proudly support all efforts to protect and maintain the security of our customers and our country.



Lease Agreement Number SOK091025 Lease Agreement

This Lease Agreement dated September 10, 2025, is by and between **TRAFERA, LLC DBA TRAFERA FINANCIAL SERVICES** (the "Lessor") with an office located at 2550 University Avenue W., Suite 416-S, St. Paul, Minnesota 55114 and **INDEPENDENT SCHOOL DISTRICT NO. 16 OF PAYNE COUNTY, OKLAHOMA** (the "Lessee") with an office located at 314 South Lewis Street, Stillwater, Oklahoma 74074-3500.

Lessor hereby leases or grants to the Lessee the right to use, and Lessee hereby rents and accepts the right to use, the tangible property and the equipment whether or not listed by serial number, and software and related services, on the Lease Schedule(s) attached hereto or incorporated herein by reference from time to time (collectively, the equipment, software and all related services are the "Equipment"), subject to the terms and conditions hereof, as supplemented with respect to each item of Equipment by the terms and conditions set forth in the appropriate Lease Schedule. The term "Lease Agreement" shall include this Lease Agreement and the various Lease Schedule(s) identifying each item of Equipment or the appropriate Lease Schedule(s) identifying one or more particular items of Equipment.

1. Term

This Lease Agreement is effective from the date it is executed by both parties. The term of this Lease Agreement, as to all Equipment designated on any particular Lease Schedule, shall commence on the Installation Date for all Equipment on such Lease Schedule and shall continue for an initial period ending that number of months from the Commencement Date as set forth in such Lease Schedule (the "Initial Term") and shall continue from year to year thereafter at the Monthly Charges last in effect, until terminated. The term of this Lease Agreement as to all Equipment designated on any particular Lease Schedule may be terminated without cause at the end of the Initial Term or the end of any year thereafter by either party mailing written notice of its termination to the other party not less than one-hundred twenty (120) days prior to such termination date. All such terminations are effective only with respect to not less than all Equipment under the applicable Lease Schedule. Notice of termination by Lessee may not be revoked without Lessor's written consent.

2. Credit Review

For each Lease Schedule, Lessee agrees that Lessor may conduct a credit investigation and review. In such event, Lessee shall provide, in a timely manner, such financial information as Lessor may request. Lessee represents and warrants that all such financial information accurately and completely presents Lessee's financial condition as of the date of execution of each Lease Schedule. Lessee shall upon request provide to Lessor a complete set of Lessee's financial statements, including a statement of cash flows, balance sheet and income statement, and any other financial information the Lessor may request. If during the Installation Period the Lessee's financial condition changes in any material respect (as determined by the Lessor in its sole discretion), then Lessor shall be entitled to stop purchasing equipment to be leased to Lessee and commence the applicable Lease Schedule(s).

3. Licensed Software

Any software listed in a Lease Schedule will be subject to Lessee's separate software license agreement with the owner or distributor ("Licensor") except as such agreement may conflict with the terms and conditions of the Lease Schedule. Lessee shall comply with all non-conflicting terms and look solely to the Licensor for satisfaction of all claims and warranties relating to the software. Lessee's obligations under a Lease Schedule will not be affected by any termination of a software license agreement or any defect in or loss of the software. Lessee is responsible for arranging delivery and installation of the software.

4. Commencement Date

The Installation Date for each item of Equipment shall be the day said item of Equipment is installed at the Location of Installation, ready for use, and accepted in writing by the Lessee. The

Commencement Date for any Lease Schedule is the first day of the month following installation of all the Equipment of the Lease Schedule, unless the latest Installation Date for any Equipment on the Lease Schedule falls on the first day of the month, in which case that is the Commencement Date. The Lessee shall complete, execute and deliver to Lessor a Certificate of Acceptance listing the specific items of Equipment to be leased upon installation of the Equipment.

5. Lease Charge

The lease charges for the Equipment leased pursuant to this Lease Agreement shall be the aggregate "Monthly Lease Charge(s)" as set forth on each and every Lease Schedule executed pursuant hereto (the aggregate "Monthly Lease Charge(s)" are the "Lease Charges"). Lessee agrees to pay to Lessor the Lease Charges in accordance with the Lease Schedule(s), and the payments shall be made at Lessor's address indicated thereon. The Lease Charges shall be paid by Lessee monthly in advance with the first full month's payment due on the Commencement Date. The Lease Charge for the period from the Installation Date to the Commencement Date (the "Installation Period") shall be an amount equal to the "Monthly Lease Charge" divided by thirty (30) and multiplied by the number of days from and including the Installation Date to the Commencement Date, and such amount shall be due and payable upon receipt of an invoice from Lessor. Charges for taxes made in accordance with Section 6 below, and all other charges made under any other provision of this Lease Agreement and payable by Lessee, shall be paid to Lessor at Lessor's address specified on the Lease Schedule(s) on the date specified in invoices delivered to Lessee. If payment as specified above is not received by Lessor on the due date, Lessee agrees to and shall, to the fullest extent permitted by law, pay on demand, as a late charge, an amount equal to five percent (5%), or the maximum percentage allowed by law if less, of the amount past due ("Late Charges"). The parties agree that Late Charges will accrue until billed by Lessor. Late Charges shall be charged and added to any past due amount(s) on the date such payment is due and every thirty (30) days thereafter until all past due amounts are paid in full to Lessor.

6. Taxes

In addition to the Lease Charges and Late Charges (if any) set forth in Section 5 above, Lessee shall reimburse Lessor for all license or registration fees, assessments, charges, sales and use taxes, rental taxes, recycling, administrative or environmental fees, gross receipts taxes, personal property taxes and other taxes or fees now or hereafter imposed by any government, agency, province or otherwise upon the Equipment, the Lease Charges or upon the ownership, leasing, renting, purchase, possession, use, recycling or disposal of the Equipment, whether the same be assessed to Lessor or Lessee (the "Taxes"). Lessee's obligation to remit taxes and other non-rent related charges shall be due and payable upon invoice from Lessor in accordance with

the terms of such invoice. Lessor shall file all property tax returns and pay all Taxes when due. Lessee, upon written notice to Lessor, may, in Lessee's own name, contest or protest any Taxes, and Lessor shall honor any such notice except when in Lessor's sole opinion such contest is futile or will cause a levy or lien to arise on the Equipment or cloud Lessor's title thereto. In addition, Lessee shall be responsible to Lessor for the payment and discharge of any penalties or interest as a result of Lessee's actions or inactions. Nothing herein shall be construed to require Lessee to be responsible for any federal or state taxes or payments in lieu thereof, imposed upon or measured by the net income of Lessor, or state franchise taxes of Lessor, or except as provided hereinabove, any penalties or interest resulting from Lessor's failure to timely remit such tax payments.

7. **Delivery and Freight Costs**

All transportation charges upon the Equipment for delivery to Lessee's designated Location of Installation shall be paid by Lessee. All rigging, drayage charges, structural alterations, rental of heavy equipment and/or other expense necessary to place the Equipment at the Location of Installation are to be promptly paid by Lessee. Lessee shall accept delivery of the Equipment and allow the Equipment to be installed within five (5) days after delivery.

8. **Installation**

Lessee agrees to pay for the actual installation of the Equipment at the Location of Installation or any other location authorized under this Agreement. Lessee shall make available and agrees to pay for all costs associated with providing a suitable place of installation and necessary electrical power, outlets and air conditioning required for operating the Equipment as defined in the Equipment manufacturer's installation manual or instructions, or as otherwise required by the Equipment manufacturer. All supplies consumed or required by the Equipment shall be furnished and paid for by Lessee.

9. **Return to Lessor**

On the day following the last day of the lease term associated with a Lease Schedule (the "Return Date"), Lessee shall cause and pay for the Equipment listed on that Lease Schedule to be deinstalled, packed using the manufacturer's standard packing materials and shipped to a location designated in writing by Lessor (the "Return Location"). If the Equipment listed on the applicable Lease Schedule is not at the Return Location within ten (10) days of the Return Date, or Lessee fails to deinstall and ship the Equipment on the Return Date, then any written notice of termination delivered by Lessee shall become void, and the Lease Schedule shall continue in accordance with this Lease Agreement. In no event may Lessee avoid the effect of the preceding sentence by returning less than all of the Equipment listed on the applicable Lease Schedule or by returning substituted Equipment unless Lessor, in its sole discretion, shall expressly agree in writing. Irrespective of any other provision hereof, Lessee will bear the risk of damage from fire, the elements or otherwise until delivery of the Equipment to the Return Location. At such time as the Equipment is delivered to the Lessor at the Return Location, the Equipment will be at the risk of the Lessor.

10. **Maintenance**

Lessee, at its sole expense, shall maintain the Equipment in good repair, working order and condition. Lessee shall enter into, pay for and maintain in force during the entire term of any Lease Schedule, a maintenance agreement with the manufacturer of the Equipment providing for continuous uninterrupted maintenance of the Equipment (the "Maintenance Agreement"). Upon Lessor's request, Lessee shall provide a copy of each such Maintenance Agreement to Lessor. Lessee will cause the manufacturer to keep the Equipment in good working order in accordance with the provisions of the Maintenance Agreement and make all necessary adjustments and repairs to the Equipment. The manufacturer is hereby authorized to accept the directions of Lessee with respect thereto. Lessee agrees to allow the manufacturer full and free access to the Equipment. All maintenance and service charges, whether under the Maintenance Agreement or otherwise, and all expenses, if any, of the manufacturer's customer engineers incurred in connection with maintenance and repair services, shall be promptly paid by Lessee. Lessee warrants that all of the Equipment shall be in good working order operating according to manufacturer's specification and eligible for the manufacturer's standard maintenance agreement upon delivery to and inspection and testing by the Lessor. If the Equipment is

not free of physical defect or damage, operating according to manufacturer's specification, in good working order and/or eligible for the manufacturer's standard maintenance agreement, then Lessee agrees to reimburse Lessor for all costs, losses, expenses and fees associated with such equipment and the repair or replacement thereof. Upon the termination of any Lease Schedule or this Lease Agreement, Lessee warrants that the Equipment shall be eligible for the manufacturer's standard maintenance agreement. Lessee agrees to reimburse Lessor for any costs it incurs in making the Equipment eligible for such standard maintenance.

11. **Location, Ownership and Use**

The Equipment shall, at all times, be the sole and exclusive property of Lessor. Lessee shall have no right or property interest therein, except for the right to use the Equipment in the normal operation of its business at the Location of Installation or as otherwise provided herein. The Equipment is and shall remain personal property of the Lessor even if installed in or attached to real property. Lessor shall be permitted to display notice of its ownership on the Equipment by means of a suitable stencil, label or plaque affixed thereto.

Lessee shall keep the Equipment at all times free and clear from all liens, claims, levies, encumbrances, security interests and processes, of any nature whatsoever. Lessee shall give Lessor immediate notice of any such attachment or other judicial process affecting any of the Equipment. Without Lessor's written permission, Lessee shall not attempt to or actually: (i) pledge, lend, create a security interest in, sublet, exchange, trade, assign, swap, use for an allowance or credit or otherwise; (ii) allow another to use; (iii) part with possession; (iv) dispose of; or (v) remove from the Location of Installation, any item of Equipment. If any item of Equipment is exchanged, assigned, traded, swapped, used for an allowance or credit or otherwise to acquire new or different equipment (the "New Equipment") without Lessor's prior written consent, then all of the New Equipment shall become Equipment owned by Lessor subject to this Lease Agreement and the applicable Lease Schedule.

Any feature(s) installed on the Equipment at the time of delivery which are not specified on the Lease Schedule(s) are and shall remain the sole property of the Lessor. Lessee shall cause the Equipment to be operated in accordance with the applicable vendor's or manufacturer's manual of instructions by competent and qualified personnel.

12. **Financing Statement**

Lessor is hereby authorized by Lessee to cause this Lease Agreement or other instruments, including Uniform Commercial Code Financing Statements, to be filed or recorded for the purposes of showing Lessor's interest in the Equipment. Lessee agrees to execute any such instruments as Lessor may request from time to time.

13. **Alterations and Attachments**

Upon prior written notice to Lessor, Lessee may, at its own expense, make minor alterations in or add attachments to the Equipment, provided such alterations and attachments shall not interfere with the normal operation of the Equipment and do not otherwise involve the pledge, assignment, exchange, trade or substitution of the Equipment or any component or part thereof. All such alterations and attachments to the Equipment shall become part of the Equipment leased to Lessee and owned by Lessor. If, in Lessor's sole determination, the alteration or attachment reduces the value of the Equipment or interferes with the normal and satisfactory operation or maintenance of any of the Equipment, or creates a safety hazard, Lessee shall, upon notice from Lessor to that effect, promptly remove the alteration or attachment at Lessee's expense and restore the Equipment to the condition the Equipment was in just prior to the alteration or attachment.

14. **Loss and Damage**

Lessee shall assume and bear the risk of loss, theft and damage (including any government requisition, condemnation or confiscation) to the Equipment and all component parts hereof from any and every cause whatsoever, whether or not covered by insurance. No loss or damage to the Equipment or any component part thereof shall impair any obligation of Lessee under this Lease Agreement, which shall continue in full force and effect except as hereinafter expressly provided. Lessee shall repair or cause to be repaired all damage to the Equipment. In the event that all or part of the Equipment shall, as a result of any

cause whatsoever, become lost, stolen, destroyed or otherwise rendered irreparably unusable or damaged (collectively, the "Loss") then Lessee shall, within ten (10) days after the Loss, fully inform Lessor in writing of such a Loss and shall pay to Lessor the following amounts: (i) the Monthly Lease Charges (and other amounts) due and owing under this Lease Agreement at the time of the Loss (or Event of Default, as defined hereinafter), plus (ii) the original cost of the Equipment subject to the Loss (or Event of Default, as defined hereinafter) multiplied by the "Percent of Original Cost." The Original Cost of a particular item of Equipment shall be Lessee's original purchase price of such item at the time of its purchase or payment to the applicable vendor by Lessor, plus additional or related charges such as taxes, delivery and freight, installation, maintenance, etc. The Percent of Original Cost shall be the Per Payment Factor multiplied by the number of lease payments Lessor has received from Lessee during the Initial Term subtracted from 112 and then divided by 100. The Per Payment Factor is the sum of 112 multiplied by 0.7 divided by the number of Monthly Lease Charges that are due during the Initial Term (collectively, the sum of (i) plus (ii) shall be the "Casualty Loss Value"). Upon receipt by Lessor of the Casualty Loss Value: (i) the applicable Equipment shall be removed from the Lease Schedule; and (ii) Lessee's obligation to pay Lease Charges associated with the applicable Equipment shall cease. Lessor may request, and Lessee shall complete, an affidavit(s), which swears out the facts supporting the Loss of any item of Equipment.

15. Insurance

Until the Equipment is returned to Lessor or as otherwise herein provided, whether or not this Lease Agreement has terminated as to the Equipment, Lessee at its expense, shall maintain: (i) property and casualty insurance insuring the Equipment for its Casualty Loss Value naming Lessor and/or its assigns as sole loss payee; and (ii) comprehensive public liability and third-party property insurance naming Lessor and/or its assigns as additional insureds. The insurance shall cover the interest of both the Lessor and Lessee in the Equipment, or as the case may be, shall protect both the Lessor and Lessee in respect to all risks arising out of the condition, delivery, installation, maintenance, use or operation of the Equipment.

All such insurance shall provide for thirty (30) days prior written notice to Lessor of cancellation, restriction, or reduction of coverage and shall have a clause specifying that no action or misrepresentation by Lessee shall invalidate such policy. Lessor shall be under no duty to ascertain the existence of or to examine any such policy or to advise Lessee in the event any such policy shall not comply with the requirements hereof. Lessee hereby irrevocably appoints Lessor as Lessee's attorney-in-fact to make claim for, receive payment of and execute and endorse all documents, checks or drafts for loss or damage or return premium under any insurance policy issued on the Equipment. Prior to installation of the Equipment, all policies or certificates of insurance shall be delivered to Lessor by Lessee. Lessee agrees to keep the Equipment insured with an insurance company which is at least "A" rated by A.M. Best and in such form, including a maximum deductible, as may be satisfactory to Lessor. The proceeds of any loss or damage insurance shall be payable to Lessor, but Lessor shall remit all such insurance proceeds to Lessee at such time as Lessee either (i) provides Lessor satisfactory proof that the damage has been repaired and the Equipment has been restored to good working order and condition or (ii) pays to Lessor the Casualty Loss Value. It is understood and agreed that any payments made by Lessee or its insurance carrier for loss or damage of any kind whatsoever to the Equipment are not made as accelerated rental payments or adjustments of rental, but are made solely as indemnity to Lessor for loss or damage of its Equipment.

Proof of such insurance must be provided to us at Lease inception and thereafter upon our written request. If you do not, we may obtain property loss insurance to protect our interests in the Equipment. If we do, you agree that: (i) you will reimburse the premium, which may be higher than you might pay if you obtained the insurance, (ii) the premium may include a profit to us and/or one of our affiliates, and (iii) we will not name you as an insured party and your interests may not be fully protected. We may apply any insurance proceeds received to repair or replace the Equipment, or to the remaining payments due or that become due under this Agreement, discounted at 3%.

16. Enforcement of Warranties

Lessee, in its own name, shall, so long as this Lease Agreement is in force, enforce any manufacturer's Equipment warranty.

17. Warranties, Disclaimers and Indemnity

Lessor warrants that at the time the Equipment is delivered to Lessee, Lessor will have full right, power and authority to lease the Equipment to Lessee. EXCEPT FOR THE WARRANTY IN THE SENTENCE DIRECTLY PRECEDING THIS ONE, LESSOR DOES NOT MAKE ANY WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING THE WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE. LESSEE ACKNOWLEDGES THAT IT IS NOT RELYING ON LESSOR'S SKILL OR JUDGMENT TO SELECT OR FURNISH GOODS SUITABLE FOR ANY PARTICULAR PURPOSE; THAT LESSOR HAS NOT SELECTED, MANUFACTURED, SOLD OR SUPPLIED ANY OF THE EQUIPMENT; THAT THERE ARE NO EXPRESS OR IMPLIED WARRANTIES CONTAINED IN THIS LEASE AGREEMENT; AND THAT NEITHER LESSOR NOR SUPPLIER IS AN AGENT FOR THE OTHER AND LESSOR WILL NOT BE BOUND BY OR LIABLE FOR ANY REPRESENTATION, WARRANTY OR PROMISE MADE BY THE SUPPLIER. NO DEFECT, UNMERCHANTABILITY OR UNFITNESS OF THE EQUIPMENT SHALL RELIEVE LESSEE OF THE OBLIGATION TO PAY RENT OR PERFORM OTHER OBLIGATIONS UNDER THIS LEASE. LESSEE REPRESENTS AND WARRANTS THAT IT IS NOT A FOREIGN "FINANCIAL INSTITUTION" OR ACTING ON BEHALF OF A FOREIGN "FINANCIAL INSTITUTION" AS THAT TERM IS DEFINED IN THE BANK SECRECY ACT, 31 U.S.C. 5318, AS AMENDED. LESSEE ACKNOWLEDGES THAT LESSOR, IN COMPLIANCE WITH SECTION 326 OF THE USA PATRIOT ACT, WILL BE VERIFYING CERTAIN INFORMATION ABOUT LESSEE. LESSEE FURTHER ACKNOWLEDGES AND AGREES THAT LESSOR AND ITS REPRESENTATIVES AND EMPLOYEES HAVE NOT MADE ANY STATEMENT, REPRESENTATION OR WARRANTY RELATIVE TO THE ACCOUNTING OR TAX ENTRIES, TREATMENT, BENEFIT, USE OR CLASSIFICATION OF THE LEASE AGREEMENT, OR ASSOCIATED LEASE SCHEDULES. LESSEE ACKNOWLEDGES THAT IT AND/OR ITS INDEPENDENT ACCOUNTANTS ARE SOLELY RESPONSIBLE FOR (I) ANY AND ALL OF LESSEE'S ACCOUNTING AND TAX ENTRIES ASSOCIATED WITH THE LEASE AGREEMENT AND/OR THE LEASE SCHEDULES AND (II) THE ACCOUNTING AND TAX TREATMENT, BENEFITS, USES AND CLASSIFICATION OF THE LEASE AGREEMENT OR ANY LEASE SCHEDULE. LESSOR SHALL HAVE NO RESPONSIBILITY OR LIABILITY WHATSOEVER FOR ANY INFORMATION, INCLUDING BUT NOT LIMITED TO CONSUMER OR PATIENT INFORMATION, THAT IS AT ANY TIME ENTERED, STORED, TRANSFERRED TO, CONTAINED OR RETAINED ON ANY EQUIPMENT, WHETHER OR NOT SUCH INFORMATION IS SUBJECT TO FEDERAL, STATE OR OTHER LAW, INCLUDING BY WAY OF EXAMPLE ONLY AND NOT OF LIMITATION, THE HEALTH INSURANCE PORTABILITY ACCOUNTABILITY ACT OF 1996 (HIPAA), FINANCIAL MODERNIZATION ACT (GRAMM-LEACH-BLILEY ACT), ETC. LESSOR SHALL NOT BE LIABLE FOR ANY DAMAGES WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH THE RELATIONSHIP BETWEEN THE LESSOR AND LESSEE, THIS LEASE AGREEMENT OR THE PERFORMANCE, POSSESSION, LEASE OR USE OF THE EQUIPMENT. THIS LEASE AGREEMENT IS A "FINANCE LEASE" AS THAT TERM IS DEFINED AND USED IN ARTICLE 2A OF THE UNIFORM COMMERCIAL CODE. NO RIGHTS OR REMEDIES REFERRED TO IN ARTICLE 2A OF THE UNIFORM COMMERCIAL CODE WILL BE CONFERRED ON LESSEE.

Lessee agrees that Lessor shall not be liable to Lessee for, and Lessee shall indemnify, defend and hold Lessor harmless with respect to, any claim from a third party for any liability, claim, loss, damage, cost or expense of any kind or nature, whether based upon a theory of strict liability or otherwise, caused, directly or indirectly, by: (i) the inadequacy of any item of Equipment, including software, for any purpose; (ii) any deficiency or any latent or other defects in any Equipment, including software, whether or not detectable by Lessee; (iii) the selection, manufacture, purchase, acceptance, rejection, ownership, delivery, installation, lease, possession, maintenance, operation, use or performance of any item of Equipment, including software; (iv) any interruption or loss of service, use or performance of any item of Equipment, including software; (v) patent, trademark or copyright or other intellectual property infringement; (vi) any information whatsoever or the loss, release, unauthorized access, transfer, theft, use or misuse thereof, or (vii) any loss of business or other special, incidental or consequential damages whether or not resulting from any of the foregoing. Lessee's duty to defend and indemnify Lessor shall survive

the expiration, termination, cancellation or assignment of this Lease Agreement or a Lease Schedule and shall be binding upon Lessee's successors and permitted assigns.

18. Event of Default

The occurrence of any of the following events shall constitute an Event of Default under this Lease Agreement and/or any Lease Schedule:

(1) the nonpayment by Lessee of any Lease Charges when due, or the nonpayment by Lessee of any other sum required hereunder to be paid by Lessee which non-payment continues for a period of ten (10) days from the date when due;

(2) the failure of Lessee to perform any other term, covenant or condition of this Lease Agreement, any Lease Schedule or any other document, agreement or instrument executed pursuant hereto or in connection herewith which is not cured within ten (10) days after written notice thereof from Lessor;

(3) Lessee attempts to or does remove, transfer, sell, swap, assign, sublease, trade, exchange, encumber, receive an allowance or credit for, or part with possession of, any item of Equipment;

(4) Lessee ceases doing business as a going concern, is insolvent, makes an assignment for the benefit of creditors, fails to pay its debts as they become due, offers a settlement to creditors or calls a meeting of creditors for any such purposes, files a voluntary petition in bankruptcy, is subject to an involuntary petition in bankruptcy, is adjudicated bankrupt or insolvent, files or has filed against it a petition seeking any reorganization, arrangement or composition, under any present or future statute, law or regulation;

(5) any of Lessee's representations or warranties made herein or in any oral or written statement or certificate at any time given in writing pursuant hereto or in connection herewith shall be false or misleading in any material respect;

(6) Lessee defaults under or otherwise has accelerated any material obligation, credit agreement, loan agreement, conditional sales contract, lease, indenture or debentures; or Lessee defaults under any other agreement now existing or hereafter made with Lessor;

(7) the breach or repudiation by any party thereto of any guaranty, subordination agreement or other agreement running in favor of Lessor obtained in connection with this Lease Agreement; or

(8) Lessee (i) enters into any merger or consolidation with, or sells or transfers all or any substantial portion of its assets to, or enters into any partnership or joint venture other than in the ordinary course of business with, any entity, (ii) dissolves, liquidates or ceases or suspends the conduct of business, or ceases to maintain its existence, (iii) if Lessee is a privately held entity, enters into or suffers any transaction or series of transactions as a result of which Lessee is directly or indirectly controlled by persons or entities not directly or indirectly controlling Lessee as of the date hereof, or (iv) if Lessee is a publicly held entity, there shall be a change in the ownership of Lessee's stock or other equivalent ownership interest such that Lessee is no longer subject to the reporting requirements of, or no longer has a class of equity securities registered under, the Securities Act of 1933 or the Securities Exchange Act of 1934.

19. Remedies

Should any Event of Default occur, Lessor may, in order to protect its interests and reasonably expected profits, with or without notice or demand upon Lessee, retain any and all security deposits and pursue and enforce, alternatively, successively and/or concurrently, any one or more of the following remedies:

(1) recover from Lessee all accrued and unpaid Lease Charges and other amounts due and owing on the date of the default;

(2) recover from Lessee from time to time all Lease Charges and other amounts as and when becoming due hereunder;

(3) accelerate, cause to become immediately due and recover the present value of all Lease Charges and other amounts due and/or likely to become due hereunder from the date of the default to the end of the lease term using a discount rate of two percent (2%);

(4) cause to become immediately due and payable and recover from Lessee the Casualty Loss Value of the Equipment, which Lessee agrees is not a penalty but rather the fair measure of Lessor's loss in or damage to Lessor's interests in the Equipment and Lease caused by Lessee's default hereunder;

(5) terminate any or all of the Lessee's rights, but not its obligations, associated with the lease of the Equipment under this Lease Agreement;

(6) retake (by Lessor, independent contractor, or by requiring Lessee to assemble and surrender the Equipment in accordance with the provisions of Section 9 hereinabove) possession of the Equipment without terminating the Lease Schedule or the Lease Agreement free from claims by Lessee which claims are hereby expressly waived by Lessee;

(7) require Lessee to deliver the Equipment to a location designated by Lessor;

(8) proceed by court action to enforce performance by Lessee of its obligations associated with any Lease Schedule and/or this Lease Agreement; and/or

(9) pursue any other remedy Lessor may otherwise have, at law, equity or under any statute and recover damages and expenses (including attorneys' fees) incurred by Lessor by reason of the Event of Default.

Upon repossession of the Equipment, Lessor shall have the right to lease, sell or otherwise dispose of such Equipment in a commercially reasonable manner, with or without notice, at a public or private sale. Lessor's pursuit and enforcement of any one or more remedies shall not be deemed an election or waiver by Lessor of any other remedy. Lessor shall not be obligated to sell or re-lease the Equipment. Any sale or re-lease, may be held at such place or places as are selected by Lessor, with or without having the Equipment present. Any such sale or re-lease may be at wholesale or retail, in bulk or in parcels. Time and exactitude of each of the terms and conditions of this Lease Agreement are hereby declared to be of the essence. Lessor may accept past due payments in any amount without modifying the terms of this Lease Agreement and without waiving any rights of Lessor hereunder.

20. Costs and Attorneys' Fees

In the event of any default, claim, proceeding, including a bankruptcy proceeding, arbitration, mediation, counter-claim, action (whether legal or equitable), appeal or otherwise, whether initiated by Lessor or Lessee (or a debtor-in-possession or bankruptcy trustee), which arises out of, under, or is related in any way to this Lease Agreement, any Lease Schedule, or any other document, agreement or instrument executed pursuant thereto or in connection therewith, or any governmental examination or investigation of Lessee, which requires Lessor's participation (individually and collectively, the "Claim"), Lessee, in addition to all other sums which Lessee may be called upon to pay under the provisions of this Lease Agreement, shall pay to Lessor, on demand, all costs, expenses and fees paid or payable in connection with the Claim, including, but not limited to, attorneys' fees and out-of-pocket costs, including travel and related expenses incurred by Lessor or its attorneys.

21. Lessor's Performance Option

Should Lessee fail to make any payment or to do any act as provided by this Lease Agreement, then Lessor shall have the right (but not the obligation), without notice to Lessee of its intention to do so and without releasing Lessee from any obligation hereunder to make or to do the same, to make advances to preserve the Equipment or Lessor's title thereto, and to pay, purchase, contest or compromise any insurance premium, encumbrance, charge, tax, lien or other sum which in the judgment of Lessor appears to affect the Equipment, and in exercising any such rights, Lessor may incur any liability and expend whatever amounts in its absolute discretion it may deem necessary therefor. All sums so incurred or expended by Lessor shall be due and payable by Lessee within ten (10) days of notice thereof.

22. Quiet Possession and Inspection

Lessor hereby covenants with Lessee that Lessee shall quietly possess the Equipment subject to and in accordance with the provisions hereof so long as Lessee is not in default hereunder; provided, however, that Lessor or its designated agent may, at any and all reasonable times during business hours, enter Lessee's premises for the purposes of inspecting the Equipment and the manner in which it is being used.

23. Assignments

This Lease Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. Lessee, however, shall not assign, transfer, pledge, mortgage,

hypothecate or otherwise dispose of this Lease Agreement, the Lease Schedule(s), the Equipment, or any interest therein or sublet any of the Equipment without first obtaining the prior written consent of Lessor and its assigns, if any. Lessee acknowledges that the terms and conditions of this Lease Agreement have been fixed in anticipation of the possible assignment of Lessor's rights under this Lease Agreement and in and to the Equipment as collateral security to a third party ("Assignee") which will rely upon and be entitled to the benefit of the provisions of this Lease Agreement. Lessee agrees to provide Lessor or its assigns with Lessee's most recent audited and its most current financial statements. Lessee agrees with Lessor and such Assignee to recognize in writing any such assignment within fifteen (15) days after receipt of written notice thereof and to pay thereafter all sums due to Lessor hereunder directly to such Assignee if directed by Lessor, notwithstanding any defense, set-off or counterclaim whatsoever (whether arising from a breach of this Lease Agreement or not) that Lessee may from time to time have against Lessor. Upon such assignment, the Lessor shall remain obligated to perform any obligations it may have under this Lease Agreement and the Assignee shall (unless otherwise expressly agreed to in writing by the Assignee) have no obligation to perform such obligations. Any such assignment shall be subject to Lessee's rights to use and possess the Equipment so long as Lessee is not in default hereunder.

24. **Survival of Obligations**

All covenants, agreements, representations, and warranties contained in this Lease Agreement, any Lease Schedule, or in any document attached thereto, shall be for the benefit of Lessor and Lessee and their respective successors, any assignee or secured party. Further, all covenants, agreements, representations, and warranties contained in this Lease Agreement, any Lease Schedule, or in any document attached thereto, shall survive the execution and delivery of this Lease Agreement and the expiration or other termination of this Lease Agreement.

25. **Corporate Authority**

The parties hereto covenant and warrant that the persons executing this Lease Agreement and each Lease Schedule on their behalf have been duly authorized to do so, and this Lease Agreement and any Lease Schedule constitute a valid and binding obligation of the parties hereto. The Lessee will, if requested by Lessor, provide to Lessor, Certificates of Authority naming the officers of the Lessee who have the authority to execute this Lease Agreement and any Lease Schedules attached thereto.

26. **Landlords' and Mortgagees' Waiver**

If requested, Lessee shall furnish waivers, in form and substance satisfactory to Lessor, from all landlords and mortgagees of any premises upon which any Equipment is located.

27. **Miscellaneous**

This Lease Agreement, the Lease Schedule(s), attached riders and any documents or instruments issued or executed pursuant hereto will have been made, executed and delivered in and shall be governed by the internal laws (as opposed to conflicts of law provisions) and decisions of the State of Minnesota. Lessee and Lessor consent to jurisdiction of any local, state or federal court located within Minnesota. Venue shall be in Minnesota and Lessee hereby waives local venue and any objection relating to Minnesota being an improper venue to conduct any proceeding relating to this Lease Agreement.

This Lease Agreement was jointly drafted by the parties, and the parties hereby agree that neither should be favored in the construction, interpretation or application of any provision or any ambiguity. There are no unwritten or oral agreements between the parties. This Lease Agreement and associated Lease Schedule(s) constitute the entire understanding and agreement between Lessor and Lessee with respect to the lease of the Equipment, superseding all prior understandings, agreements, negotiations, discussions, proposals, representations, promises, commitments and offers between the parties, whether oral or written. This Lease Agreement and associated Lease Schedule(s) constitute a single unitary agreement. No provision of this Lease Agreement or any Lease Schedule shall be deemed waived, amended, discharged or modified orally or by custom, usage or course of conduct unless such waiver, amendment or modification is in writing and signed by an officer of each of the parties hereto. If any one or more of the provisions of this Lease Agreement or any Lease Schedule is for any

reason held invalid, illegal or unenforceable, the remaining provisions of this Lease Agreement and any such Lease Schedule will be unimpaired, and the invalid, illegal or unenforceable provisions shall be replaced by a mutually acceptable valid, legal and enforceable provision that is closest to the original intention of the parties. Lessee agrees that neither the manufacturer, nor the supplier, nor any of their salespersons, employees or agents are agents of Lessor.

Any notice provided for herein shall be in writing and sent by certified or registered mail to the parties at the addresses stated on page 1 of this Lease Agreement.

The Monthly Lease Charge is intended to be fixed from the Commencement Date to the end of the term. The three-year treasury rate is an integral part of the lease rate. Lessee and Lessor agree that the lease rate shall also be fixed during the Installation Period but should the three-year treasury rate change between the date any Lease Schedule is signed by Lessor and the Commencement Date, the lease rate may be adjusted by the Lessor on or prior to such Commencement Date.

If, as part of a budget approved for Lessee for a fiscal year, sufficient funds are not appropriated to make payments required under a Lease Schedule, such Lease Schedule shall terminate as of the end of the last fiscal year for which funds have been appropriated provided that (1) Lessee does not acquire any substitute equipment which is functionally similar to the Equipment; (2) Lessee's operating funds are not otherwise available to Lessee to pay the Lease Charges; (3) there is no other legal procedure or available funds by or with which payment can be made to Lessor; and (4) the non-appropriation of funds did not result from any act or omission by Lessee. Lessee shall have the right to return the Equipment to Lessor as allowed hereunder and terminate by written notice to Lessor not less than ninety (90) days prior to the end of Lessee's fiscal year. Upon such termination, Lessee shall not thereafter acquire, lease or finance functionally similar equipment for a period of twelve (12) months. In the event subsequent to such termination funds are made available to Lessee for equipment which is functionally similar to the Equipment, Lessee agrees, at Lessor's option, to purchase, lease and / or otherwise acquire such equipment from Lessor. Lessee represents and warrants that it has appropriated and budgeted the necessary funds to pay all amounts due under a Lease Schedule for the remainder of the fiscal year in which the term for the applicable Lease Schedule commences. For each Lease Schedule created hereunder, Lessee shall provide Lessor with an opinion of counsel and other documentation as required by Lessor. On July 1st of each year Lessee and Lessor shall ratify this agreement for an additional twelve (12) month period. Lessor shall provide to Lessee in a form acceptable to both Parties a ratification exhibit to be signed by both Lessee and Lessor. If Lessee is not intending to ratify this Agreement, then Lessee shall provide notice to Lessor within ten (10) business days of receiving notice. Any non-ratification shall constitute a Non-Appropriation event as set forth above in this Section.

This Lease Agreement shall not become effective until delivered to Lessor at its offices at St. Paul, Minnesota and executed by Lessor. If this Lease Agreement shall be executed by Lessor prior to being executed by Lessee, it shall become void at Lessor's option five (5) days after the date of Lessor's execution hereof, unless Lessor shall have received by such date a copy hereof executed by a duly authorized representative of Lessee.

This Lease Agreement is made subject to the terms and conditions included herein and Lessee's acceptance is effective only to the extent that such terms and conditions are consistent with the terms and conditions herein. Any acceptance that contains terms and conditions that are in addition to or inconsistent with the terms and conditions herein will be a counter-offer and will not be binding unless agreed to in writing by Lessor.

If contrary to the parties' intentions a court of competent jurisdiction determines that this Lease is not a true "lease" under the UCC or other applicable law but rather another form of indebtedness secured by the Equipment, then Lessee shall be deemed to have granted and hereby grants to Lessor, a first priority security interest in: (1) the Equipment and all additions, attachments, accessories and accessions thereto; (2) all subleases, chattel paper, accounts, security deposits, and general intangibles relating thereto, and any and all substitutions, replacements or exchanges for any such item of Equipment, in each such case in which Lessee shall from time to time acquire an interest; and (3) any and all insurance and/or other proceeds of the property and other collateral in and against which a security interest is granted hereunder. Lessee hereby authorizes Lessor to file financing statements and/or any other appropriate document of public

record in the applicable jurisdictions in order to perfect the security interest granted hereunder (for precautionary purposes only). Upon a default by Lessee under this Lease, in addition to all other remedies set forth herein, Lessor shall be entitled to exercise all other rights and remedies available to a secured party.

The parties agree that this Lease Agreement, the Lease Schedule(s), attached riders and any documents or instruments issued or executed pursuant hereto may be executed and delivered by electronic signatures and that the signatures appearing on such documents are the same as handwritten signatures for the purposes of validity, enforceability and admissibility.

The terms used in this Lease Agreement, unless otherwise defined, shall have the meanings ascribed to them in the Lease Schedule(s).

28. REPOSSESSION AND JURY TRIAL WAIVER

LESSEE ACKNOWLEDGES THAT, PURSUANT TO SECTION 19 HEREOF, LESSOR HAS BEEN GIVEN THE RIGHT TO REPOSSESS THE EQUIPMENT SHOULD LESSEE BECOME IN DEFAULT OF ITS OBLIGATIONS HEREUNDER. LESSEE HEREBY WAIVES THE RIGHT, IF ANY, TO REQUIRE LESSOR TO GIVE LESSEE NOTICE AND A JUDICIAL HEARING PRIOR TO EXERCISING SUCH RIGHT OF REPOSSESSION.

LESSEE HEREBY IRREVOCABLY WAIVES TRIAL BY JURY IN ANY ACTION BY OR AGAINST LESSOR IN CONNECTION WITH THIS LEASE AGREEMENT.

29. Net Lease

This Lease Agreement is a net lease and Lessee's obligations to pay all Lease Charges and other amounts payable hereunder shall be

absolute and unconditional and, except as expressly provided herein, shall not be subject to any: (i) delay, abatement, reduction, defense, counterclaim, set-off or recoupment; (ii) discontinuance or termination of any license; (iii) Equipment failure, defect or deficiency; (iv) damage to or destruction of the Equipment; or (v) dissatisfaction with the Equipment or otherwise, including any present or future claim against Lessor or the manufacturer, supplier, reseller or vendor of the Equipment. To the extent that the Equipment includes intangible (or intellectual) property, Lessee understands and agrees that: (i) Lessor is not a party to and does not have any responsibility under any software license and/or other agreement with respect to any software; and (ii) Lessee will be responsible to pay all of the Lease Charges and perform all its other obligations under this Lease Agreement despite any defect, deficiency, failure, termination, dissatisfaction, damage or destruction of any software or software license. Further, Lessee agrees that it has an unconditional, irrevocable and absolute obligation to pay all Lease Charges and other amounts payable hereunder to the Lessor although (i) the Lessor does not hold title to any Software (or intellectual or intangible property), (ii) Lessor is not a party to any Software license (or intellectual or intangible property license) that is listed among the Equipment on any Lease Schedule and (iii) any license to Software is exclusively between the licensor of the Software ("Licensor") and the Lessee. Except as expressly provided herein, this Lease Agreement shall not terminate for any reason, including any defect in the Equipment or Lessor's title thereto or any destruction or loss of use of any item of Equipment.

30. Headings

Section headings herein are used for convenience only and shall not otherwise affect the provisions of this Lease Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Lease Agreement to be signed by their respective duly authorized representative.

Every Term is Agreed to and Accepted:

TRAFERA, LLC DBA TRAFERA FINANCIAL SERVICES

"LESSOR"

By: _____

Print Name: _____

Title: _____

Date: _____

Signed by:
Marc Shover
F60F5087D3B446...
Marc Shover

Every Term is Agreed to and Accepted:

INDEPENDENT SCHOOL DISTRICT NO. 16 OF

PAYNE COUNTY, OKLAHOMA

"LESSEE"

By: _____

Print Name: _____

Title: _____

Date: _____

Federal Tax ID No.: _____

CERTIFICATE OF INCUMBENCY

I, the undersigned, being duly sworn, hereby certify and state that I am the Clerk of the Board of Education of **Independent School District No. 16 of Payne County, Oklahoma, a/k/a Stillwater Public Schools** (the "Lessee"); and, with respect to the Lease Agreement SOK091025 dated as of September 10, 2025 (the "Lease"), by and between **Trafera, LLC d.b.a. Trafera Financial Services** (the "Lessor") and the Lessee. I further certify as follows:

1. That the Lessee is a political subdivision of the State of Oklahoma, organized, existing and operating under the constitution and laws of the State of Oklahoma.
2. That Lessee is authorized and has the power under applicable law to enter into the Lease, and subject to the limitations expressed therein, to carry out its obligations thereunder and the transactions contemplated thereby, and that the existing agreement, nor will the same violate any statute, rule or order to which Lessee is subject.
3. That the Lease has been duly authorized, approved, executed and delivered by authorized action of the Lessee and that the undersigned (or the officer executing the Lease) has been authorized to execute the Lease by either: (i) resolution, (ii) official minutes, or (iii) express statutory provision appertaining thereto.
4. That I am well acquainted with the president of the Board of Education of the Lessee and with her signature; and that the signature below written is a true and correct signature of said person; and that as of the date of execution of the Lease such person was duly qualified and acting as the president of the Board of Education and duly authorized to execute the same.

DATED this _____ day of _____, 2025.

Clerk, Board of Education

President, Board of Education

Oklahoma Rider to Lease SOK091025

This Oklahoma Rider to the Lease Agreement Number SOK091025 dated as of September 10, 2025, (the "Agreement"), is by and between Trafera LLC d/b/a Trafera Financial Services, as Lessor, and Independent School District No. 16 of Payne County, Oklahoma, commonly known as Stillwater Public Schools, as Lessee, is incorporated in and is hereby made a part of the Agreement..

- I. **Lease. Section 1** of the Lease is hereby deleted, and the following **Section 1** is hereby inserted in lieu thereof:

The Initial Term of this Agreement will commence on the Commencement Date and, unless earlier terminated as expressly herein provided, will terminate on June 30, 2026. The Lease Term may be continued by mutual ratification of Lessee and Lessor, at the end of the Initial Term or any Renewal Term for an additional Renewal Term commencing July 1 and ending June 30 of successive calendar years for a maximum of 46-months ("Maximum Lease Term"). This Agreement will terminate at the end of the Initial Term or for the then current Renewal Term unless this Agreement is renewed by mutual ratification of Lessee and Lessor in accordance with the provisions of OKLA. STAT. tit. 62 § 430.1 and OKLA. STAT. tit. 70 § 5-117(B). Lessor hereby ratifies the continuation of this Agreement through the Maximum Lease Term. The terms and conditions during any Renewal Term will be the same as the terms and conditions during the Initial Term.

Lessee currently intends to continue the Lease Term through the Initial Term and all of the Renewal Terms for the Maximum Lease Term and to pay the Rental Payments hereunder. Lessee reasonably believes that legally available funds in an amount sufficient to make all Rental Payments during the Initial Term and each of the Renewal Terms can be obtained. Notwithstanding the foregoing, the decision whether or not to budget or appropriate funds or to ratify this Agreement for any Renewal Term is solely within the discretion of the then current governing body of Lessee.

- II. **Lease Charge. Section 5** of the Lease is hereby amended to add the following language:

Lessee is obligated only to pay such Rental Payments under this Agreement as may lawfully be made from funds budgeted and appropriated for that purpose during Lessee's then current fiscal year. Should Lessee fail to ratify this Agreement for the Renewal Term following the Initial Term or then current Renewal Term, this Agreement will be deemed terminated at the end of the Initial Term or then current Renewal Term. Lessee agrees to deliver notice to Lessor of its ratification or termination of this Agreement at least 90 days prior to the end of the then current Initial Term or Renewal Term. Failure to give notice of such termination will not extend the Lease Term beyond such Initial Term or Renewal Term. If this Agreement is terminated in accordance with this Section, Lessee agrees, at Lessee's cost and expense, to peaceably deliver the Equipment to Lessor at the location or locations specified by Lessor. Nothing contained in the Lease or this Rider shall be construed to obligate the Lessee's general revenues beyond the Lessee's then-current fiscal year.

- III. **Return to Lessor. Section 9** of the Lease is hereby deleted, and the following **Section 9** is hereby inserted in lieu thereof.

On the day following the last day of the Lease Term, unless the Term is extended by mutual ratification of renewal, or upon the effective date of any earlier termination of this Lease (the "Return Date"), Lessee shall cause and pay for the Equipment listed on that Lease Schedule to be shipped to a location designated in writing by Lessor (the "Return Location"). Irrespective of any other provision hereof, Lessee will bear the risk of damage from fire, the elements or otherwise until delivery of the Equipment to the Return Location. At such time as the Equipment is delivered to the Lessor at the Return Location, the Equipment will be at the risk of the Lessor.

- IV. **Insurance. Section 15** if the Agreement is hereby amended to strike any requirement of the Lessee to obtain public liability and third-party property insurance.
- V. **Warranties, Disclaimers and Indemnity. Section 17** of the Lease is hereby amended to strike in full the second paragraph of the section with no replacement language.
- VI. **Remedies. Section 19** of the Agreement is hereby amended to delete subparagraph (3), and the following subparagraph (3) is hereby inserted in lieu thereof:

(3) accelerate, cause to become immediately due and recover the present value of all Lease Charges and other amounts due and/or likely to become due hereunder from the date of the default to the end of the Initial Term or then current Renewal Term using a discount rate of two percent (2%);

- VII. **Costs and Attorneys' Fees. Section 20** of the Agreement is hereby deleted, and the following **Section 20** is hereby inserted in lieu thereof:

In the event of any default, claim, proceeding, including a bankruptcy proceeding, arbitration, mediation, counter-claim, action (whether legal or equitable), appeal or otherwise, whether initiated by lessor or lessee (or a debtor-in-possession or bankruptcy trustee), which arises out of, under, or is related in any way to this Lease Agreement, any lease Schedule, or any other document, agreement or instrument executed pursuant thereto or in connection therewith, or any governmental examination or investigation of Lessee or Lessor, which requires participation by the other party (individually and collectively, the "Claim"), each party shall pay their own costs, expenses and fees paid or payable in connection with the Claim, including, but not limited to, attorneys' fees and out-of-pocket costs, including travel and related expenses incurred..

- VIII. **Miscellaneous. Section 27** of the Agreement is hereby amended to delete the first paragraph of the section, and the following first paragraph of **Section 27** is hereby inserted in lieu thereof:

This Lease Agreement, the Lease Schedule(s), attached riders and any documents or instruments issued or executed pursuant hereto will have been made, executed and delivered in and shall be governed by the internal laws (as opposed to conflicts

of law provisions) and decisions of the State of Oklahoma. Lessee and Lessor consent to jurisdiction of any local, state or federal court located within Oklahoma. Venue shall be in Oklahoma and Lessor hereby waives local venue and any objection relating to Oklahoma being an improper venue to conduct any proceeding relating to this Lease Agreement.

Section 27 of the Agreement is further amended to delete the fifth paragraph of the section in full with no replacement language.

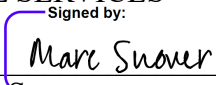
Section 27 of the Agreement is further amended to delete the eighth paragraph of the section in full with no replacement language.

IX. **Repossession and Jury Trial Waiver. Section 28** of the Agreement is hereby amended to delete the second paragraph of the section in full with no replacement language.

IN WITNESS WHEREOF, each of the parties hereto has caused this Rider to be executed as of the 10th day of September 2025.

TRAFERA, LLC D/B/A TRAFERA
FINANCIAL SERVICES

INDEPENDENT SCHOOL DISTRICT NO.
16 OF PAYNE COUNTY, OKLAHOMA

By:  _____
Marc Snover 50B7D3B446...
Senior Vice President

By: _____
Roberta Douglas
President, Board of Education

ORIGIN ID:SWOA (952) 698-2217
STILLWATER SCHOOL DISTRICT
314 S LEWIS ST
STILLWATER, OK 74074
UNITED STATES US

SHIP DATE: 21 JUL 25
ACTWGT: 1.00 LB
CAD: 103378750/NET4535

BILL SENDER

TO **TRACY FUCHS**
TRAFERA, LLC
14525 HWY 7, SUITE 245

MINNETONKA MN 55345
REF: (952) 698-2217

58GJ5/99C7/59F2

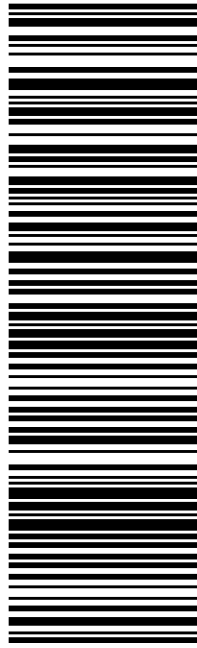


TUE - 22 JUL 10:30A
PRIORITY OVERNIGHT

TRK# **8829 4242 4480**
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55345
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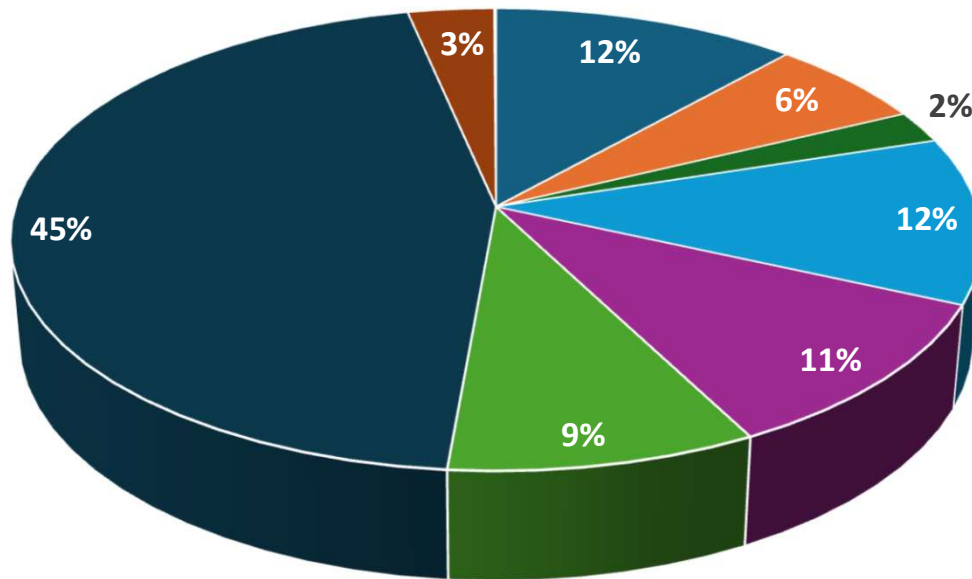
XS FBLA



After printing this label:
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General Fund Expenses As of 8/28/25



- Instruction
- Support Services—Students
- Support Services—Instructional Staff
- Support Services—General Administration
- Support Services—School Administration
- Support Services - Central Services
- Operation and Maintenance of Plant Services
- Student Transportation Services
- Community Service



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer
APPROVED BY: Mr. Tyler Bridges, Superintendent
DATE: September 9, 2025

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 September 1, 2025

BACKGROUND INFORMATION:

The Treasurer's Report is a monthly report is highlighting changes to existing Purchase Orders and activity thru September 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 32/33).

Stillwater Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 8/28/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 GENERAL FUND						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT YR)	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1120 AD VALOREM TAX LEVY (PRIOR YRS)	\$0.00	\$93,190.75	\$0.00	\$93,190.75	N/A	\$32,133.34
Source - 1130 REVENUE IN LIEU OF TAXES	\$0.00	\$59,222.38	\$0.00	\$59,222.38	N/A	\$57,460.48
Source - 1310 INTEREST EARNINGS	\$0.00	\$128,995.22	\$0.00	\$128,995.22	N/A	\$66,072.43
Source - 1350 INTEREST ON TAXES	\$0.00	\$1,836.64	\$0.00	\$1,836.64	N/A	\$393.54
Source - 1410 RENTAL OF SCHOOL FACILITIES	\$0.00	\$7,834.05	\$0.00	\$7,834.05	N/A	\$3,370.65
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$271,841.51	\$0.00	\$271,841.51	N/A	\$9,287.32
Series - 1000 Total	\$0.00	\$562,920.55	\$0.00	\$562,920.55	N/A	\$168,717.76
Series - 2000						
Source - 2100 COUNTY 4 MILL AD VALOREM TAX	\$0.00	\$11,859.37	\$0.00	\$11,859.37	N/A	\$3,921.78
Source - 2200 COUNTY APPORTIONMENT (MORTGAGE TAX)	\$0.00	\$60,345.46	\$0.00	\$60,345.46	N/A	\$26,137.03
Series - 2000 Total	\$0.00	\$72,204.83	\$0.00	\$72,204.83	N/A	\$30,058.81
Series - 3000						
Source - 3110 GROSS PRODUCTION TAX	\$0.00	\$31,828.10	\$0.00	\$31,828.10	N/A	\$12,170.94
Source - 3120 MOTOR VEHICLE COLLECTIONS	\$0.00	\$293,604.40	\$0.00	\$293,604.40	N/A	\$236,549.41
Source - 3130 RURAL ELECTRIC COOPERATIVE TAX	\$0.00	\$35,980.63	\$0.00	\$35,980.63	N/A	\$18,632.30
Source - 3140 STATE SCHOOL LAND EARNINGS	\$0.00	\$151,881.06	\$0.00	\$151,881.06	N/A	\$63,307.97
Source - 3150 VEHICLE TAX STAMP	\$0.00	\$549.00	\$0.00	\$549.00	N/A	\$308.21
Source - 3160 FARM IMPLEMENT TAX STAMP	\$0.00	\$89.38	\$0.00	\$89.38	N/A	\$89.38
Source - 3210 FOUNDATION AND SALARY INCENT AID	\$0.00	\$1,690,781.55	\$0.00	\$1,690,781.55	N/A	\$1,690,781.55
Source - 3250 EDUCATION FLEX BENEFIT ALLOWANCE	\$0.00	\$488,286.32	\$0.00	\$488,286.32	N/A	\$488,286.32
Source - 3420 STATE TEXTBOOK	\$0.00	\$34,468.65	\$0.00	\$34,468.65	N/A	\$34,468.65
Source - 3436 SCHOOL RESOURCE OFFICER PROGRAM	\$0.00	\$93,041.47	\$0.00	\$93,041.47	N/A	\$93,041.47
Series - 3000 Total	\$0.00	\$2,820,510.56	\$0.00	\$2,820,510.56	N/A	\$2,637,636.20
Series - 4000						
Source - 4140 TITLE VI INDIAN, NATIVE HI/AK EDU	\$0.00	\$25,243.63	\$0.00	\$25,243.63	N/A	\$0.00
Source - 4164 SUB-MARGINAL LANDS	\$0.00	\$788.72	\$0.00	\$788.72	N/A	\$86.06
Source - 4210 TITLE I-PART A- IMPROVING BASIC PROG	\$0.00	\$304,932.38	\$0.00	\$304,932.38	N/A	\$0.00
Source - 4271 PART A, SUPPORTING EFFECTIVE INST	\$0.00	\$3,252.41	\$0.00	\$3,252.41	N/A	\$0.00
Source - 4281 TITLE III PT A ENG LANG ACQUISITION	\$0.00	\$88.50	\$0.00	\$88.50	N/A	\$0.00
Source - 4310 INDIVIDUALS WITH DISABIL IDEA--B	\$0.00	\$277,347.29	\$0.00	\$277,347.29	N/A	\$0.00
Source - 4442 STUDENT SUPPORT & ACADEMIC ENRICH	\$0.00	\$9,048.62	\$0.00	\$9,048.62	N/A	\$0.00
Source - 4480 TITLE IX- ED FOR HOMELESS/OTHER LAW	\$0.00	\$9,233.26	\$0.00	\$9,233.26	N/A	\$0.00
Source - 4580 MEDICAID RESOURCES	\$0.00	\$21.12	\$0.00	\$21.12	N/A	\$21.12
Series - 4000 Total	\$0.00	\$629,955.93	\$0.00	\$629,955.93	N/A	\$107.18
Series - 6000						

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 8/28/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 6110 CASH FORWARD	\$0.00	\$7,869,075.03	\$0.00	\$7,869,075.03	N/A	\$0.00
Series - 6000 Total	\$0.00	\$7,869,075.03	\$0.00	\$7,869,075.03	N/A	\$0.00
Fund - 11 GENERAL FUND Total	\$0.00	\$11,954,666.90	\$0.00	\$11,954,666.90	N/A	\$2,836,519.95

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 8/28/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 21 BUILDING FUND						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT YR)	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1120 AD VALOREM TAX LEVY (PRIOR YRS)	\$0.00	\$13,316.67	\$0.00	\$13,316.67	N/A	\$4,591.75
Series - 1000 Total	\$0.00	\$13,316.67	\$0.00	\$13,316.67	N/A	\$4,591.75
Series - 3000						
Source - 3160 FARM IMPLEMENT TAX STAMP	\$0.00	\$12.77	\$0.00	\$12.77	N/A	\$12.77
Source - 3250 EDUCATION FLEX BENEFIT ALLOWANCE	\$0.00	\$27,213.17	\$0.00	\$27,213.17	N/A	\$27,213.17
Series - 3000 Total	\$0.00	\$27,225.94	\$0.00	\$27,225.94	N/A	\$27,225.94
Series - 6000						
Source - 6110 CASH FORWARD	\$0.00	\$2,587,213.68	\$0.00	\$2,587,213.68	N/A	\$0.00
Series - 6000 Total	\$0.00	\$2,587,213.68	\$0.00	\$2,587,213.68	N/A	\$0.00
Fund - 21 BUILDING FUND Total	\$0.00	\$2,627,756.29	\$0.00	\$2,627,756.29	N/A	\$31,817.69

Stillwater Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 8/28/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 22 CHILD NUTRITION PROGRAMS FUND						
Series - 1000						
Source - 1710 STUDENT LUNCHS/BREAKFASTS/MILK	\$0.00	\$58,689.19	\$0.00	\$58,689.19	N/A	\$58,689.19
Source - 1720 A LA CARTE OR CATERING REVENUE	\$0.00	\$17,324.35	\$0.00	\$17,324.35	N/A	\$17,324.35
Source - 1730 ADULT LUNCHES/BREAKFASTS	\$0.00	\$1,978.19	\$0.00	\$1,978.19	N/A	\$1,978.19
Series - 1000 Total	\$0.00	\$77,991.73	\$0.00	\$77,991.73	N/A	\$77,991.73
Series - 3000						
Source - 3250 EDUCATION FLEX BENEFIT ALLOWANCE	\$0.00	\$31,820.23	\$0.00	\$31,820.23	N/A	\$31,820.23
Source - 3720 STATE MATCHING	\$0.00	\$3,456.00	\$0.00	\$3,456.00	N/A	\$0.00
Series - 3000 Total	\$0.00	\$35,276.23	\$0.00	\$35,276.23	N/A	\$31,820.23
Series - 4000						
Source - 4740 SUMMER FOOD SERVICE PROGRAM	\$0.00	\$286,154.52	\$0.00	\$286,154.52	N/A	\$118,212.43
Series - 4000 Total	\$0.00	\$286,154.52	\$0.00	\$286,154.52	N/A	\$118,212.43
Series - 6000						
Source - 6110 CASH FORWARD	\$0.00	\$1,265,490.20	\$0.00	\$1,265,490.20	N/A	\$0.00
Series - 6000 Total	\$0.00	\$1,265,490.20	\$0.00	\$1,265,490.20	N/A	\$0.00
Fund - 22 CHILD NUTRITION PROGRAMS FUND Total	\$0.00	\$1,664,912.68	\$0.00	\$1,664,912.68	N/A	\$228,024.39

Stillwater Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 8/28/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 31 BOND FUND 31						
Series - 6000						
Source - 6110 CASH FORWARD	\$0.00	\$1,220,949.39	\$0.00	\$1,220,949.39	N/A	\$0.00
Series - 6000 Total	\$0.00	\$1,220,949.39	\$0.00	\$1,220,949.39	N/A	\$0.00
Fund - 31 BOND FUND 31 Total	\$0.00	\$1,220,949.39	\$0.00	\$1,220,949.39	N/A	\$0.00

Stillwater Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 8/28/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 32 BOND FUND 32						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$1,075.20	\$0.00	\$1,075.20	N/A	\$0.00
Series - 1000 Total	\$0.00	\$1,075.20	\$0.00	\$1,075.20	N/A	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD	\$0.00	\$9,874,648.20	\$0.00	\$9,874,648.20	N/A	\$0.00
Series - 6000 Total	\$0.00	\$9,874,648.20	\$0.00	\$9,874,648.20	N/A	\$0.00
Fund - 32 BOND FUND 32 Total	\$0.00	\$9,875,723.40	\$0.00	\$9,875,723.40	N/A	\$0.00

Stillwater Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 8/28/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 33 BOND FUND 33						
Series - 6000						
Source - 6110 CASH FORWARD	\$0.00	\$10,761,950.75	\$0.00	\$10,761,950.75	N/A	\$0.00
Series - 6000 Total	\$0.00	\$10,761,950.75	\$0.00	\$10,761,950.75	N/A	\$0.00
Fund - 33 BOND FUND 33 Total	\$0.00	\$10,761,950.75	\$0.00	\$10,761,950.75	N/A	\$0.00

Stillwater Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 8/28/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 41 SINKING FUND						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT YR)	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1120 AD VALOREM TAX LEVY (PRIOR YRS)	\$0.00	\$68,321.27	\$0.00	\$68,321.27	N/A	\$23,539.42
Source - 1310 INTEREST EARNINGS	\$0.00	\$122,225.56	\$0.00	\$122,225.56	N/A	\$54,059.22
Series - 1000 Total	\$0.00	\$190,546.83	\$0.00	\$190,546.83	N/A	\$77,598.64
Series - 3000						
Source - 3160 FARM IMPLEMENT TAX STAMP	\$0.00	\$65.68	\$0.00	\$65.68	N/A	\$65.68
Series - 3000 Total	\$0.00	\$65.68	\$0.00	\$65.68	N/A	\$65.68
Series - 6000						
Source - 6110 CASH FORWARD	\$0.00	\$9,630,845.81	\$0.00	\$9,630,845.81	N/A	\$0.00
Series - 6000 Total	\$0.00	\$9,630,845.81	\$0.00	\$9,630,845.81	N/A	\$0.00
Fund - 41 SINKING FUND Total	\$0.00	\$9,821,458.32	\$0.00	\$9,821,458.32	N/A	\$77,664.32

Stillwater Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 8/28/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Report Total	\$0.00	\$47,927,417.73	\$0.00	\$47,927,417.73	N/A	\$3,174,026.35

Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2025-2026						
Fund - 11 GENERAL FUND						
000 NON-CATEGORICAL	72,974.18	1,683.07	3,476.10	-1,793.03	71,291.11	2.31%
001 HIGH SCHOOL	7,500.00	4,369.06	4,369.06	0.00	3,130.94	58.25%
002 JUNIOR HIGH	7,500.00	641.00	579.00	62.00	6,859.00	8.55%
003 MIDDLE SCHOOL	6,250.00	1,343.82	0.00	1,343.82	4,906.18	21.50%
004 HIGHLAND PARK	5,000.00	206.00	206.00	0.00	4,794.00	4.12%
005 RICHMOND	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
006 SANGRE RIDGE	5,000.00	1,556.95	490.00	1,066.95	3,443.05	31.14%
007 SKYLINE	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
008 WESTWOOD	5,000.00	4,860.00	4,860.00	0.00	140.00	97.20%
009 WILL ROGERS	5,000.00	4,983.14	682.98	4,300.16	16.86	99.66%
010 LINCOLN ACADEMY	3,495.00	512.71	0.00	512.71	2,982.29	14.67%
011 CURRICULUM & INSTRUCTIONAL	81,515.00	74,727.06	8,489.26	66,237.80	6,787.94	91.67%
012 NURSE & OSHA SUPPLIES	4,250.00	0.00	0.00	0.00	4,250.00	0.00%
013 ED SERVICES SUPPLIES	1,000.00	575.11	298.59	276.52	424.89	57.51%
014 CUSTODIAL SUPPLIES	95,500.00	95,176.37	649.60	94,526.77	323.63	99.66%
015 ADMIN OPERATIONS SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
016 DISTRICT SUPPLIES	50,000.00	47,735.10	3,042.40	44,692.70	2,264.90	95.47%
018 CONTRACTED SOCIAL SERVICES	276,000.00	276,000.00	0.00	276,000.00	0.00	100.00%
019 LIBRARY	47,304.00	1,535.09	271.44	1,263.65	45,768.91	3.25%
020 CAREERTECH GRANT-FEDERAL STRENGTHENING	25,000.00	0.00	0.00	0.00	25,000.00	0.00%
021 SUMMER SCHOOL	39,100.00	17,387.85	17,387.85	0.00	21,712.15	44.47%
022 EXTENDED SCHOOL YEAR	11,220.00	3,922.78	3,922.78	0.00	7,297.22	34.96%
023 PR AND COMMUNICATIONS	5,100.00	1,224.50	224.50	1,000.00	3,875.50	24.01%
024 BAND	27,150.00	22,370.00	1,520.00	20,850.00	4,780.00	82.39%
025 ORCHESTRA	10,200.00	0.00	0.00	0.00	10,200.00	0.00%
026 LEGAL SERVICES	51,000.00	40,000.00	1,818.00	38,182.00	11,000.00	78.43%
027 AUDIT SERVICES	15,000.00	14,000.00	0.00	14,000.00	1,000.00	93.33%
028 POSTAGE & FREIGHT	18,700.00	15,810.00	714.75	15,095.25	2,890.00	84.55%
029 BOE/CABINET PROFESSIONAL DEVELOPMENT	42,500.00	6,565.00	0.00	6,565.00	35,935.00	15.45%
030 FACILITIES MISCELLANEOUS	17,235.56	15,125.00	600.00	14,525.00	2,110.56	87.75%
031 BOE GENERAL EXPENSES	11,327.00	11,327.00	0.00	11,327.00	0.00	100.00%
032 FINANCE	35,000.00	400.00	400.00	0.00	34,600.00	1.14%
033 BOARD ELECTION/BOND FEES	76,000.00	2,313.86	884.08	1,429.78	73,686.14	3.04%
034 SPED TESTING	17,000.00	7,693.07	7,693.07	0.00	9,306.93	45.25%
035 BOE/SUPERINTENDENT SUPPLIES	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
041 DISTRICT SUPPLIES-ELEMENTARY REIMBURSEABLE	83,000.00	82,545.15	8,848.00	73,697.15	454.85	99.45%
042 HUMAN RESOURCES	528,001.00	521,031.95	425,901.03	95,130.92	6,969.05	98.68%
045 FLEET FUEL	250,000.00	250,000.00	8,298.75	241,701.25	0.00	100.00%
047 DISTRICT WIDE TRANSPORTATION	212,500.00	157,225.03	5,212.89	152,012.14	55,274.97	73.99%

Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2025-2026						
Fund - 11 GENERAL FUND						
048 TRANSPORTATION MISCELLANEOUS	24,630.00	22,674.45	1,860.50	20,813.95	1,955.55	92.06%
049 UTILITIES-ELECTRICITY	1,024,000.00	894,000.00	220,926.96	673,073.04	130,000.00	87.30%
051 UTILITIES-GAS	348,500.00	348,500.00	6,934.95	341,565.05	0.00	100.00%
052 UTILITIES-TELEPHONE/INTERNET	67,000.00	0.00	0.00	0.00	67,000.00	0.00%
053 UTILITIES-WATER/TRASH	392,800.00	392,800.00	50,988.35	341,811.65	0.00	100.00%
054 BUILDING MAINTENANCE	153,000.00	22,000.00	784.46	21,215.54	131,000.00	14.38%
055 GROUNDS	48,450.00	0.00	0.00	0.00	48,450.00	0.00%
056 VOCAL MUSIC	1,020.00	769.10	0.00	769.10	250.90	75.40%
057 DRAMA	4,250.00	3,600.00	0.00	3,600.00	650.00	84.71%
058 ATHLETICS	83,300.00	4,448.29	4,448.29	0.00	78,851.71	5.34%
060 PROFESSIONAL DEVELOPMENT	60,000.00	9,780.00	6,656.00	3,124.00	50,220.00	16.30%
061 LIABILITY BONDS	4,935.50	4,835.50	1,742.50	3,093.00	100.00	97.97%
064 PROPERTY INSURANCE	1,451,908.00	1,451,908.00	1,451,908.00	0.00	0.00	100.00%
065 HIGH SCHOOL GRADUATION	33,500.00	2,392.45	2,392.45	0.00	31,107.55	7.14%
066 PERFORMING ARTS CENTER	3,187.50	1,160.00	0.00	1,160.00	2,027.50	36.39%
067 COUNTY RE-EVALUATION	430,250.00	425,250.00	0.00	425,250.00	5,000.00	98.84%
072 SECURITY	131,000.00	130,821.00	26,557.91	104,263.09	179.00	99.86%
086 RSI	12,064.98	2,000.00	2,000.00	0.00	10,064.98	16.58%
092 TECHNOLOGY MISCELLANEOUS	13,600.00	13,172.70	0.00	13,172.70	427.30	96.86%
100 MAIN PERSONNEL	34,992,386.97	35,597,878.26	588,769.06	35,009,109.20	-605,491.29	101.73%
101 FACILITIES PERSONNEL	2,008,543.03	1,965,205.00	163,361.14	1,801,843.86	43,338.03	97.84%
102 EAS/CREDIT RECOVERY PERSONNEL	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
103 HOMEBOUND SERVICES PERSONNEL	26,000.00	0.00	0.00	0.00	26,000.00	0.00%
104 CLASSROOM COVER PERSONNEL	15,000.00	0.00	0.00	0.00	15,000.00	0.00%
105 NATIONAL BOARD CERTIFIED BONUS -DISTRICT PAID	11,000.00	0.00	0.00	0.00	11,000.00	0.00%
106 NON-FUNDED CAREERTECH PERSONNEL COSTS	0.00	1,385,097.45	0.00	1,385,097.45	-1,385,097.45	100.00%
110 PALS PERSONNEL	200,000.00	20,809.19	191.39	20,617.80	179,190.81	10.40%
111 ACTIVITY FUND PAID PERSONNEL	125,000.00	14,215.03	0.00	14,215.03	110,784.97	11.37%
112 MTSS GRANT PERSONNEL	300,000.00	170,120.28	0.00	170,120.28	129,879.72	56.71%
113 DHS REFUGEE ASSISTANCE PERSONNEL	50,000.00	0.00	0.00	0.00	50,000.00	0.00%
114 OPIOID ABATEMENT GRANT PERSONNEL	0.00	50,000.00	0.00	50,000.00	-50,000.00	100.00%
312 NATIONAL BOARD CERTIFIED BONUS -STATE PAID	70,000.00	0.00	0.00	0.00	70,000.00	0.00%
331 ED FLEX BENEFIT-CERTIFIED IN LIEU OF	65,700.00	84,000.55	418.26	83,582.29	-18,300.55	127.85%
332 ED FLEX BENEFIT-SUPPORT IN LIEU OF	243,000.00	198,210.48	3,983.49	194,226.99	44,789.52	81.57%
333 STATE TEXTBOOKS	474,182.61	0.00	0.00	0.00	474,182.61	0.00%

Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2025-2026						
Fund - 11 GENERAL FUND						
334 ED FLEX BENEFIT-CERTIFIED MED PD BY STATE	3,060,000.00	2,986,368.00	23,331.00	2,963,037.00	73,632.00	97.59%
335 ED FLEX BENEFIT-SUPPORT MED PD BY STATE	1,791,000.00	1,545,502.00	45,955.00	1,499,547.00	245,498.00	86.29%
361 ACHIEVING CLASSROOM EXCELLENCE (ACE) TECHNOLOGY	162,079.36	0.00	0.00	0.00	162,079.36	0.00%
367 STRONG READERS	295,974.67	19,779.14	2,112.14	17,667.00	276,195.53	6.68%
376 SCHOOL RESOURCE OFFICER	213,432.15	36,123.46	12,211.20	23,912.26	177,308.69	16.93%
388 ALTERNATIVE EDUCATION	334,474.28	172,106.93	0.00	172,106.93	162,367.35	51.46%
411 OK CAREERTECH=COMPREHENSIVE SECONDARY PROGRAMS	63,460.00	63,460.00	23,222.45	40,237.55	0.00	100.00%
412 OK CAREERTECH-VOCATIONAL PROGRAMS ASSISTANCE	187,000.00	74,942.45	15,643.40	59,299.05	112,057.55	40.08%
511 TITLE I, PART A (BASIC PROGRAM)	1,121,325.38	1,096,471.52	1,735.89	1,094,735.63	24,853.86	97.78%
515 TITLE I (SCHOOL SUPPORT)	1,964.11	1,964.11	1,964.11	0.00	0.00	100.00%
518 TITLE I, PART A, SUBPART 2 (NEGLECTED, LEAS)	29,345.77	6,000.00	0.00	6,000.00	23,345.77	20.45%
541 TITLE II, PART A (SUPPORT EFFECTIVE INSTRUCTION)	327,569.85	171,488.92	0.00	171,488.92	156,080.93	52.35%
552 TITLE IV, PART A (STU SUP & ACAD ENRICH FRM GRANT)	73,750.89	61,681.98	0.00	61,681.98	12,068.91	83.64%
561 TITLE VI, PART A (INDIAN EDUCATION)	146,340.71	68,761.28	4,402.80	64,358.48	77,579.43	46.99%
571 TITLE III, PART A (IMMIGRANT EDUCATION ACT)	14,972.86	0.00	0.00	0.00	14,972.86	0.00%
572 TITLE III, PART A (ENG LANG ACQ, ENH & ACHEIVE)	52,616.62	13,875.00	13,875.00	0.00	38,741.62	26.37%
587 TITLE V, PART B, SUBPRT 2 (RURAL/LOW INC SCHL PGM)	130,166.32	98,804.91	31,834.37	66,970.54	31,361.41	75.91%
596 TITLE IX, PART A (HOMELESS CHILDREN & YOUTH)	69,500.00	47,646.76	0.00	47,646.76	21,853.24	68.56%
613 IDEA PART B (SPED PROF DEVELOP OSDE SPONSORED)	7,800.00	6,225.00	4,425.00	1,800.00	1,575.00	79.81%
615 IDEA PART B (SPED PROF DEVELOP DISTRICT)	8,076.15	5,640.00	25.00	5,615.00	2,436.15	69.84%
616 IDEA PART B (SUB AREA CERT EXAM REIMBURSE)	300.00	118.00	0.00	118.00	182.00	39.33%
618 IDEA PART B (SECONDARY TRANS SERVICES)	26,420.29	2,320.90	0.00	2,320.90	24,099.39	8.78%
621 IDEA PART B (FLOW THROUGH, P.L.108-446)	1,319,332.70	1,378,385.99	3,111.25	1,375,274.74	-59,053.29	104.48%
625 IDEA PART B (FLOW THRU, P.L.108-446 PRIVATE SCHL)	30,623.31	16,000.00	0.00	16,000.00	14,623.31	52.25%
627 IDEA PART B (FLOW THRU, P.L.108-446 HGH ND TR II)	44,944.18	0.00	0.00	0.00	44,944.18	0.00%
641 IDEA PART B (PRESCHOOL, AGED 3-5, P.L. 108-446)	34,560.23	62,230.52	0.00	62,230.52	-27,670.29	180.06%

Stillwater Public Schools Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2025-2026						
Fund - 11 GENERAL FUND						
697 MEDICAID FEDERAL MATCH	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
698 MEDICAID RESOURCES	30,000.00	13,776.00	0.00	13,776.00	16,224.00	45.92%
Total Fund - 11 GENERAL FUND	\$54,629,560.16	\$52,850,166.27	\$3,228,612.45	\$49,621,553.82	\$1,779,393.89	96.74 %

Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2025-2026						
Fund - 21 BUILDING FUND						
000 NON-CATEGORICAL	1,030,931.36	0.00	0.00	0.00	1,030,931.36	0.00%
030 FACILITIES MISCELLANEOUS	7,420.54	7,420.54	0.00	7,420.54	0.00	100.00%
032 FINANCE	3,000.00	3,000.00	1,500.00	1,500.00	0.00	100.00%
100 MAIN PERSONNEL	0.00	110,833.31	9,200.36	101,632.95	-110,833.31	100.00%
101 FACILITIES PERSONNEL	1,349,350.00	620,840.18	51,750.79	569,089.39	728,509.82	46.01%
332 ED FLEX BENEFIT-SUPPORT IN LIEU OF	21,500.00	6,828.84	569.07	6,259.77	14,671.16	31.76%
335 ED FLEX BENEFIT-SUPPORT MED PD BY STATE	300,000.00	93,324.00	7,777.00	85,547.00	206,676.00	31.11%
Total Fund - 21 BUILDING FUND	\$2,712,201.90	\$842,246.87	\$70,797.22	\$771,449.65	\$1,869,955.03	31.05 %

Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2025-2026						
Fund - 22 CHILD NUTRITION PROGRAMS FUND						
049 UTILITIES-ELECTRICITY	28,320.30	28,320.30	28,320.30	0.00	0.00	100.00%
051 UTILITIES-GAS	9,000.00	8,976.66	8,976.66	0.00	23.34	99.74%
052 UTILITIES-TELEPHONE/INTERNET	2,600.00	0.00	0.00	0.00	2,600.00	0.00%
053 UTILITIES-WATER/TRASH	9,000.00	8,940.08	8,940.08	0.00	59.92	99.33%
064 PROPERTY INSURANCE	120,079.70	119,408.84	119,408.84	0.00	670.86	99.44%
091 LOCAL CHILD NUTRITION EXPENSES	157,898.00	113,963.66	22,389.15	91,574.51	43,934.34	72.18%
100 MAIN PERSONNEL	121,602.00	171.97	171.97	0.00	121,430.03	0.14%
101 FACILITIES PERSONNEL	43,500.00	3,597.71	3,597.71	0.00	39,902.29	8.27%
332 ED FLEX BENEFIT-SUPPORT IN LIEU OF	37,000.00	43,303.33	0.00	43,303.33	-6,303.33	117.04%
335 ED FLEX BENEFIT-SUPPORT MED PD BY STATE	302,000.00	279,265.00	2,828.00	276,437.00	22,735.00	92.47%
385 CHILD NUTRITION PROGRAM	30,000.00	27,886.68	2,402.95	25,483.73	2,113.32	92.96%
763 LUNCHESES	2,077,000.00	1,894,412.36	94,101.49	1,800,310.87	182,587.64	91.21%
764 BREAKFASTS	550,000.00	541,199.58	9,918.90	531,280.68	8,800.42	98.40%
766 SUMMER FOOD SERVICE PROGRAM	220,000.00	167,461.79	26,851.50	140,610.29	52,538.21	76.12%
767 PROF STANDARDS FOR SCHOOL NUTRITION EMPLOYEES	4,000.00	1,302.00	0.00	1,302.00	2,698.00	32.55%
Total Fund - 22 CHILD NUTRITION PROGRAMS FUND	\$3,712,000.00	\$3,238,209.96	\$327,907.55	\$2,910,302.41	\$473,790.04	87.24 %

Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2025-2026						
Fund - 31 BOND FUND 31						
000 NON-CATEGORICAL	416,917.27	0.00	0.00	0.00	416,917.27	0.00%
030 FACILITIES MISCELLANEOUS	18,173.00	18,140.00	12,071.59	6,068.41	33.00	99.82%
032 FINANCE	271,396.65	102,746.31	89,605.81	13,140.50	168,650.34	37.86%
047 DISTRICT WIDE TRANSPORTATION	224,096.52	224,096.52	224,096.52	0.00	0.00	100.00%
054 BUILDING MAINTENANCE	64,404.35	40,365.50	2,356.20	38,009.30	24,038.85	62.68%
055 GROUNDS	15,000.00	15,000.00	0.00	15,000.00	0.00	100.00%
071 BUILDING ACQUISITION/KICKER/OES REMODEL	80,360.00	0.00	0.00	0.00	80,360.00	0.00%
Total Fund - 31 BOND FUND 31	\$1,090,347.79	\$400,348.33	\$328,130.12	\$72,218.21	\$689,999.46	36.72 %

Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2025-2026						
Fund - 32 BOND FUND 32						
000 NON-CATEGORICAL	1,503.43	0.00	0.00	0.00	1,503.43	0.00%
011 CURRICULUM & INSTRUCTIONAL	354,302.10	0.00	0.00	0.00	354,302.10	0.00%
024 BAND	3.00	0.00	0.00	0.00	3.00	0.00%
032 FINANCE	433,633.40	0.00	0.00	0.00	433,633.40	0.00%
038 BOND-DW PRINTING/COPIERS	19,595.16	0.00	0.00	0.00	19,595.16	0.00%
047 DISTRICT WIDE TRANSPORTATION	433,458.80	355,891.20	0.00	355,891.20	77,567.60	82.10%
054 BUILDING MAINTENANCE	175,845.22	15,630.00	0.00	15,630.00	160,215.22	8.89%
055 GROUNDS	130,351.36	9,500.00	0.00	9,500.00	120,851.36	7.29%
058 ATHLETICS	40,387.82	0.00	0.00	0.00	40,387.82	0.00%
066 PERFORMING ARTS CENTER	50,000.00	0.00	0.00	0.00	50,000.00	0.00%
068 2023 BOND - HIGH SCHOOL PROJECT	2,525,731.26	2,402,984.48	52,191.78	2,350,792.70	122,746.78	95.14%
069 2023 BOND - ATHLETICS PROJECT	1,077,827.08	1,077,826.29	0.00	1,077,826.29	0.79	100.00%
071 BUILDING ACQUISITION/KICKER/OES REMODEL	796,947.62	315,098.57	181,363.41	133,735.16	481,849.05	39.54%
073 BOND-CLASSROOM TECHNOLOGY	233,398.04	0.00	0.00	0.00	233,398.04	0.00%
075 DISTRICT WIDE ROOF REPAIR	1,687,165.99	1,600,946.25	517,597.09	1,083,349.16	86,219.74	94.89%
076 BOND-CHROMEBOOKS & CARTS	310,647.00	0.00	0.00	0.00	310,647.00	0.00%
092 TECHNOLOGY MISCELLANEOUS	120,769.23	0.00	0.00	0.00	120,769.23	0.00%
Total Fund - 32 BOND FUND 32	\$8,391,566.51	\$5,777,876.79	\$751,152.28	\$5,026,724.51	\$2,613,689.72	68.85 %

Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2025-2026						
Fund - 33 BOND FUND 33						
000 NON-CATEGORICAL	28,221.75	0.00	0.00	0.00	28,221.75	0.00%
011 CURRICULUM & INSTRUCTIONAL	375,165.00	1,200.00	0.00	1,200.00	373,965.00	0.32%
024 BAND	100,210.00	0.00	0.00	0.00	100,210.00	0.00%
033 BOARD ELECTION/BOND FEES	12,500.00	6,500.00	0.00	6,500.00	6,000.00	52.00%
038 BOND-DW PRINTING/COPIERS	148,000.00	883.96	58.96	825.00	147,116.04	0.60%
047 DISTRICT WIDE TRANSPORTATION	477,225.00	93,139.47	77,965.72	15,173.75	384,085.53	19.52%
054 BUILDING MAINTENANCE	850,000.00	503,836.04	93,950.82	409,885.22	346,163.96	59.27%
055 GROUNDS	150,000.00	13,520.00	2,013.06	11,506.94	136,480.00	9.01%
058 ATHLETICS	75,000.00	39,540.00	3,000.00	36,540.00	35,460.00	52.72%
066 PERFORMING ARTS CENTER	50,000.00	13,527.86	4,342.18	9,185.68	36,472.14	27.06%
068 2023 BOND - HIGH SCHOOL PROJECT	4,533,642.00	0.00	0.00	0.00	4,533,642.00	0.00%
069 2023 BOND - ATHLETICS PROJECT	2,470,192.00	0.00	0.00	0.00	2,470,192.00	0.00%
073 BOND-CLASSROOM TECHNOLOGY	372,880.00	166,912.19	150,546.20	16,365.99	205,967.81	44.76%
076 BOND-CHROMEBOOKS & CARTS	250,000.00	44,354.60	36,384.60	7,970.00	205,645.40	17.74%
077 BOND-SUBSCRIPTIONS/LICENSING	168,915.00	152,555.23	136,212.63	16,342.60	16,359.77	90.31%
092 TECHNOLOGY MISCELLANEOUS	700,000.00	482,433.88	156,172.67	326,261.21	217,566.12	68.92%
Total Fund - 33 BOND FUND 33	\$10,761,950.75	\$1,518,403.23	\$660,646.84	\$857,756.39	\$9,243,547.52	14.11 %

Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2025-2026						
Fund - 41 SINKING FUND						
000 NON-CATEGORICAL	15,779,713.00	719,856.25	0.00	719,856.25	15,059,856.75	4.56%
Total Fund - 41 SINKING FUND	\$15,779,713.00	\$719,856.25	\$0.00	\$719,856.25	\$15,059,856.75	4.56 %
Total 2025-2026	\$97,077,340.11	\$65,347,107.70	\$5,367,246.46	\$59,979,861.24	\$31,730,232.41	67.31 %

Stillwater Public Schools

Budget Analysis

Options: Year: 2025-2026, Date Range: 7/1/2025 - 8/28/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
Report Total	\$97,077,340.11	\$65,347,107.70	\$5,367,246.46	\$59,979,861.24	\$31,730,232.41	67.31 %

Date Range: 7/1/2025 - 8/28/2025

Classification Bolding: N/A

Print Detail: No

Dimension	Group Order	Total	Bold	Filter
Fiscal Year	1	Yes	No	2026
Fund	2	Yes	No	11-41
Project	3	Yes	No	
Function	N/A	N/A	N/A	
Object	N/A	N/A	N/A	
Program	N/A	N/A	N/A	
Subject	N/A	N/A	N/A	
JobClass	N/A	N/A	N/A	
Unit	N/A	N/A	N/A	



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

AGENDA ITEM:
First Revised Budget

BOARD ACTION REQUESTED:
Consider and Vote to approve the First Revised Budget for FY 2025-2026

BACKGROUND INFORMATION:
The First Revised Budget reflects an update in Federal and State funding, as well as an increase in budgets for yearly expenses.

**Stillwater Springs Public Schools
Summary of Estimated Revenues**

GENERAL FUND (11)

LOCAL SOURCES OF REVENUES:

	ACTUAL FY 2024-2025	ORIGINAL SBA BUDGET FY 2025-2026	FIRST REVISED SBA BUDGET FY 2025-2026
1110 Property Taxes Current Year	\$ 20,745,521.73	\$17,043,348.00	\$21,105,200.00
1120 Property Taxes Prior Year	465,469.70	\$ 400,000.00	\$ 400,000.00
1130 Revenue In Lieu of Taxes (& 1190)	86,246.95	\$ 36,000.00	\$ 80,000.00
1300 Interest Earnings	1,050,792.69	\$ 650,000.00	\$ 650,000.00
1400 Total Rentals, Disposals and Commissions	8,669.40	\$ 5,000.00	\$ 8,000.00
1500 Total Reimbursements	1,097,448.47	\$ 500,000.00	\$ 542,000.00
1600 District Services	840.00	\$ -	\$ -
TOTAL LOCAL SOURCES OF REVENUE	\$ 23,454,988.94	\$ 18,634,348.00	\$ 22,785,200.00

INTERMEDIATE SOURCES OF REVENUES:

2100 County 4 Mill Ad Valorem Tax	\$ 2,694,378.79	\$ 2,500,000.00	\$ 2,600,000.00
2200 County Apportionment (Mortgage Tax)	326,118.51	\$ 235,000.00	\$ 300,000.00
2300 Resale of Property	-	\$ -	\$ -
TOTAL INTERMEDIATE SOURCES OF REVENUE	\$ 3,020,497.30	\$ 2,735,000.00	\$ 2,900,000.00

STATE SOURCES OF REVENUES:

3110 Gross Production Tax	\$ 173,168.71	\$ 180,000.00	\$ 170,000.00
3120 Motor Vehicle Collections	2,454,089.90	2,550,000.00	2,450,000.00
3130 Rural Electric Cooperative Tax	221,505.61	200,000.00	220,000.00
3140 State School Land Earnings (State Apportionment)	1,061,605.12	1,018,000.00	1,060,000.00
3150 Vehicle Tax Stamp	6,839.99	4,400.00	5,500.00
3160 Farm Implement	3,074.54	2,900.00	3,000.00
3190 Other Dedicated Revenue	-	-	-
3210 Foundation And Salary Incentive Aid	18,886,303.82	18,500,000.00	17,211,000.00
3250 State Flexible Benefit Allowance	5,368,434.84	5,235,000.00	6,081,330.24
3310 Alt Ed, Statewide Prog. (388)	174,474.28	175,000.00	175,000.00
3412 National Board Bonus	70,000.00	70,000.00	46,000.00
3415 Strong Readers (367)	149,310.36	149,000.00	149,000.00
3420 State Textbook (333)	390,019.50	390,000.00	382,985.01
3440 Drivers Education	-	-	-
3470 Advanced Placement	-	-	-
3620 State Land Reimburse	100.37	100.00	100.00
3690 Other State Sources (000, 112, 113, 361, 376)	679,538.12	441,600.11	510,756.45
3811 ODCTE Salary Supplement (411)	63,460.00	63,460.00	63,460.00
3812 ODCTE Program Assistance (412, 421)	179,750.00	179,750.00	184,750.00
3892 OK Education Lottery Fund (469)	-	-	-
TOTAL STATE SOURCES OF REVENUE	\$ 29,881,675.16	\$ 29,159,210.11	\$ 28,712,881.70

FEDERAL SOURCES OF REVENUES:

4140 Title 7, Indian Ed. (561)	\$ 147,938.67	\$ 146,340.71	\$ 147,452.00
4210 Title 1A (511, 515 & 518)	1,454,456.58	1,152,635.26	1,587,973.83
4271 Title 2 (541)	290,890.71	205,606.06	278,535.89
4281 Title 3 ELL (571, 572)	18,426.61	67,589.48	79,509.68
4310 IDEA Basic (613, 615, 616, 618, 621, 625, 627)	1,433,419.41	1,430,771.63	1,468,012.91
4340 IDEA Preschool (641)	36,950.95	34,560.23	34,084.56
4442 Title 4 Part A (552)	83,787.33	73,750.89	141,999.61
4470 Title V RLIS (587)	74,536.74	130,166.32	156,300.39
4480 McKinney Vinto Homeless Title IX (596)	73,137.97	69,500.00	27,018.22
4580 Medicaid Reimbursement (697, 698)	132,334.40	45,000.00	172,000.00
4689 Misc Sources of Fed Rev (799)	3,134,941.71	-	603,902.46
4821 Carl Perkins, Vocational and Applied Tech	-	-	-
TOTAL FEDERAL SOURCES OF REVENUE	\$ 6,880,821.08	\$ 3,355,920.58	\$ 4,696,789.55

5000 Non Revenue Receipts	\$ -	\$ -	\$ -
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TOTAL REVENUES	\$ 63,237,982.48	\$ 53,884,478.69	\$ 59,094,871.25
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6000 Prior Year Fund Balance Forward	\$ 2,549,805.63	\$ 5,100,000.00	\$ 7,653,287.98
6140 Estopped Warrants	163,105.05	-	-
6200 Inter-Fund Transfers via Form 308	2,082,147.93	\$ -	\$ -

TOTAL ALL SOURCES OF REVENUE	\$ 68,033,041.09	\$ 58,984,478.69	\$ 66,748,159.23
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Stillwater Public Schools
Summary of Estimated Expenditures

GENERAL FUND (11)	ACTUAL	ORIGINAL SBA	FIRST REVISED SBA
	FY 2024-2025	BUDGET FY 2025-2026	BUDGET FY 2025-2026
1000 Instruction	\$ 35,748,659.31	\$ 31,344,004.36	\$ 33,648,000.00
SUPPORT SERVICES:			
2110 Attendance and Social Work Services	\$ 368,045.42	\$ 353,618.50	\$ 400,000.00
2120 Guidance Services	2,036,550.57	\$ 1,776,329.95	\$ 2,020,000.00
2130 Health Services	979,138.05	\$ 935,029.90	\$ 980,000.00
2140 Psychological Services	781,561.19	\$ 657,599.50	\$ 850,000.00
2150 Speech Pathology and Audiology Services	900,867.83	\$ 866,020.00	\$ 900,000.00
2170 Physical Therapy	161,082.35	\$ 227,050.00	\$ 169,000.00
2180 Visually Impaired Services	769.16	\$ 770.00	\$ 1,000.00
2190 Other Student Services	1,134,497.70	\$ 1,107,795.00	\$ 1,200,000.00
2100 Total Student Support Services	\$ 6,362,512.27	\$ 5,924,212.85	\$ 6,520,000.00
2210 Improvement of Instructional Services	\$ 1,490,953.06	\$ 1,232,152.04	\$ 1,350,000.00
2220 Educational Media Services	1,002,974.90	\$ 950,000.00	\$ 1,000,000.00
2230 Instruction Technology	174,584.35	\$ 186,200.00	\$ 175,000.00
2240 Student Assessment	259.50	\$ 500.00	\$ 500.00
2200 Total Support Services-Instructional Staff	\$ 2,668,771.81	\$ 2,368,852.04	\$ 2,525,500.00
2310 Board of Education Services	\$ 610,973.48	\$ 591,229.80	\$ 600,000.00
2320 Office of Superintendent Services	1,013,855.71	\$ 854,514.34	\$ 1,020,000.00
2330 Special Area Administration Services	-	\$ -	\$ -
2340 Other Administration Services	98,851.46	\$ 90,000.00	\$ 120,000.00
2300 Total Support Services-General Administration	\$ 1,723,680.65	\$ 1,535,744.14	\$ 1,740,000.00
2410 Office of the Principal Services	\$ 3,360,453.57	\$ 3,133,041.32	\$ 3,400,000.00
2490 Other School Administration Services	341,649.66	\$ 261,737.27	\$ 350,000.00
2400 Total Support Services-School Administration	\$ 3,702,103.23	\$ 3,394,778.59	\$ 3,750,000.00
2510 Fiscal Services	\$ 1,140,936.43	\$ 1,088,012.00	\$ 1,250,000.00
2520 Internal Services	236,641.65	\$ 244,513.00	\$ 240,000.00
2530 Printing, Publishing and Duplicating Services	11,522.45	\$ 15,000.00	\$ 12,000.00
2540 Evaluation Services	21,504.00	\$ 25,000.00	\$ 22,000.00
2560 Information Services	51,591.95	\$ 19,000.00	\$ 52,000.00
2570 Personnel Services	620,827.82	\$ 589,680.00	\$ 800,000.00
2580 Admin Tech Services	751,542.14	\$ 627,643.49	\$ 752,000.00
2500 Total Support Services-Business	\$ 2,834,566.44	\$ 2,608,848.49	\$ 3,128,000.00
2620 Operation of Building Services	\$ 3,699,444.98	\$ 4,981,443.67	\$ 4,700,000.00
2630 Care and Upkeep of Grounds Services	92,962.98	\$ 69,657.23	\$ 95,000.00
2640 Care and Upkeep of Equipment Services	73,405.68	\$ 65,700.00	\$ 75,000.00
2650 Vehicle Operations & Maint Service	20,681.92	\$ 20,000.00	\$ 21,000.00
2660 Security Services	309,903.98	\$ 315,000.00	\$ 310,000.00
2670 Safety	37,970.51	\$ 34,000.00	\$ 41,000.00
2600 Total Operation and Maintenance of Plant Services	\$ 4,234,370.05	\$ 5,485,800.90	\$ 5,242,000.00
2720 Vehicle Operation and Maintenance	\$ 1,489,713.62	\$ 1,106,933.99	\$ 1,500,000.00
2730 Monitoring Services	173,629.61	\$ 148,612.80	\$ 175,000.00
2740 Vehicle Servicing and Maintenance	469,492.48	\$ 461,700.00	\$ 530,000.00
2700 Total Student Transportation Services	\$ 2,132,835.71	\$ 1,717,246.79	\$ 2,205,000.00
TOTAL SUPPORT SERVICES	\$ 23,658,840.16	\$ 23,035,483.80	\$ 25,110,500.00
3120 Food PR & Dispensing Svc	\$ -	\$ -	\$ -
3300 Community Services	210,485.02	\$ 215,072.00	\$ 215,000.00
4400 Architectural Services	-	\$ -	\$ -
4720 Building Improvement Services	576,383.05	\$ -	\$ -
5000 Fund Transfers, Correcting Entries	27,694.78	\$ 35,000.00	\$ 20,500.00
Total Other Uses of Funds	\$ 814,562.85	\$ 250,072.00	\$ 235,500.00
TOTAL EXPENDITURES	\$ 60,222,062.32	\$ 54,629,560.16	\$ 58,994,000.00

**Stillwater Springs Public Schools
Summary of Estimated Revenues**

	ACTUAL FY 2024-2025	ORIGINAL SBA BUDGET FY 2025-2026	FIRST REVISED SBA BUDGET FY 2025-2026
BUILDING FUND (21)			
LOCAL SOURCES OF REVENUES:			
1110 Ad Valorem Tax Levy (Current)	\$ 2,950,455.85	\$ 2,445,000.00	\$ 2,886,120.00
1120 Ad Valorem Tax Levy (Prior Years)	80,400.48	-	-
1130 Revenue In Lieu of Taxes (& 1190)	375,000.00	-	-
1300 Total Earnings on Investments	-	-	-
1400 Rentals and Sales	-	-	-
1500 Insurance Loss Recovery and Reimbursements	1,510,697.55	-	-
3000 State Revenue	279,370.45	270,000.00	270,000.00
TOTAL LOCAL SOURCES OF REVENUE	\$ 5,195,924.33	\$ 2,715,000.00	\$ 3,156,120.00
5000 Non Revenue Receipts	-	-	-
6000 Prior Year Fund Balance Forward	\$ 2,934,295.98	\$ 1,442,145.09	\$ 2,486,751.18
6140 Estopped Warrants	\$ 166.89	-	-
6200 Inter-Fund Transfers via Form 308	(2,082,147.93)	-	-
TOTAL ALL SOURCES OF REVENUE	\$ 6,048,239.27	\$ 4,157,145.09	\$ 5,642,871.18

**Stillwater Springs Public Schools
Summary of Estimated Expenditures**

	ACTUAL FY 2024-2025	BUDGET FY 2025-2026	BUDGET FY 2025-2026
BUILDING FUND (21)			
1000 Instruction	-	-	-
SUPPORT SERVICES:			
2100 Other Support Services-Student	-	\$ 350,000.00	-
2400 Support Services-Office Of Principal and School Administration	6,866.44	325,000.00	\$ 7,000.00
2500 Support Services-Business, Technology, Information and Tax	96.32	1,000.00	\$ 1,000.00
2600 Operation Of Building and Grounds Services	3,554,360.69	2,036,201.90	3,140,000.00
Total Operation and Maintenance of Plant Services	\$ 3,561,323.45	\$ 2,712,201.90	\$ 3,148,000.00
OTHER USES OF FUNDS:			
4200 Site Improvement Services	-	-	-
4300 Land Improvement Services	-	-	-
4400 Architecture and Engineering Services	-	-	-
4600 Building Acquisition and Construction Services	-	-	-
4700 Building Improvement Services	-	-	-
5100 Debt Service	-	-	-
5600 Correcting Entries	-	-	-
Total Other Uses of Funds	\$ -	\$ -	\$ -
TOTAL FISCAL YEAR BUDGET	\$ 3,561,323.45	\$ 2,712,201.90	\$ 3,148,000.00

Stillwater Public Schools
Summary of Estimated Revenues

	ACTUAL FY 2024-2025	ORIGINAL SBA BUDGET FY 2025-2026	FIRST REVISED SBA BUDGET FY 2025-2026
CHILD NUTRITION FUND (22)			
LOCAL SOURCES OF REVENUES:			
1710 Student Lunches	\$ 627,328.74	\$684,782.80	\$685,000.00
1720 A La Carte Food	36,620.95	\$39,974.88	\$185,000.00
1730-40 Adult Meals	4,438.09	\$4,844.55	\$21,000.00
1760 Contract meals		-	-
1790-99 Other Revenue	681.37	\$791.40	\$790.00
TOTAL LOCAL SOURCES OF REVENUE	\$ 669,069.15	\$ 730,393.63	\$ 891,790.00
STATE SOURCES OF REVENUES:			
3250 State Flexible Benefit Allowance	\$ 346,718.88	\$281,477.50	\$381,390.00
3720 State Matching	26,879.04	\$27,873.56	\$30,000.00
TOTAL STATE SOURCES OF REVENUE	\$ 373,597.92	\$ 309,351.06	\$ 411,390.00
FEDERAL SOURCES OF REVENUES:			
4705 Emergency Oper Costs Reimb-SBP/NSLP	\$ -	\$ -	\$ -
4710 National School Lunch Program	1,686,366.29	\$1,601,152.93	\$1,855,000.00
4720 School Breakfast Program	837,241.51	\$851,599.36	\$785,540.00
4740 Summer Feeding Program	88,658.30	\$219,603.77	\$286,000.00
4780 National School Lunch Eq Grant	23,967.61	-	-
TOTAL FEDERAL SOURCES OF REVENUE	\$ 2,636,233.71	\$ 2,672,356.06	\$ 2,926,540.00
TOTAL REVENUES	\$ 3,678,900.78	\$ 3,712,100.75	\$ 4,229,720.00
5000 Non Revenue Receipts	\$ -	\$ -	\$ -
6000 Prior Year Fund Balance Forward	\$ 1,697,637.43	\$1,422,637.43	\$1,305,180.19
6140 Estopped Warrants	\$ 611.09	\$0.00	\$0.00
TOTAL ALL SOURCES OF REVENUE	\$ 5,377,149.30	\$ 5,134,738.18	\$ 5,534,900.19

Stillwater Public Schools
Summary of Estimated Expenditures

	ACTUAL FY 2024-2025	BUDGET FY 2025-2026	BUDGET FY 2025-2026
CHILD NUTRITION FUND (22)			
CHILD NUTRITION PROGRAM SERVICES:			
3110 Food a la carte	\$ 3,518.66	\$ 75,000.00	\$ 93,000.00
3120 Food Preparation and Dispensing	110,812.38	1,700,000.00	1,775,000.00
3130 Food and Supplies Delivery Services	1,740,246.83	115,000.00	90,000.00
3140 Other Direct Services	117,876.65	425,000.00	425,680.00
3150 Food Procurement Services	566,979.84	1,320,000.00	1,726,540.00
3155 Food Adult	1,381,069.25	8,000.00	10,500.00
3160 Non Reimbursed Services	13,472.33	3,000.00	3,000.00
3180 Nutrition Education	7,659.65	5,500.00	5,500.00
3190 Other Child Nutrition Program Operations	1,942.00	60,000.00	100,000.00
5000 Fund Transfers and Correcting Entry	127,780.43	500.00	-
7400 Workers Compensation		-	500.00
8900 Other Transfers		-	-
Total Child Nutrition Services	\$ 4,071,358.02	\$ 3,712,000.00	\$ 4,229,720.00
TOTAL FISCAL YEAR BUDGET	\$ 4,071,358.02	\$ 3,712,000.00	\$ 4,229,720.00

Stillwater Public Schools
Summary of Estimated Revenues

	ACTUAL	ORIGINAL SBA BUDGET	FIRST REVISED SBA BUDGET
	FY 2024-2025	FY 2025-2026	FY 2025-2026
BOND FUNDS (31-39)			
LOCAL SOURCES OF REVENUES:			
5111 Premium on Bonds Sold	\$ -		
5112 Proceeds from Sale of Original Bonds	10,886,950.00	\$ 6,707,641.00	\$ 6,707,641.00
1310 Interest	703,954.85	\$ -	\$ -
TOTAL LOCAL SOURCES OF REVENUE	\$ 11,590,904.85	\$ 6,707,641.00	\$ 6,707,641.00
TOTAL REVENUES	\$ 11,590,904.85	\$ 6,707,641.00	\$ 6,707,641.00
6100 Prior Year Fund Balance Forward	\$ 24,285,497.61	\$ 23,733,900.00	\$ 21,109,221.90
6140 Estopped Warrants	\$ 135,601.60	\$ -	\$ -
6200 Inter-fund Transfers	\$ -	\$ -	\$ -
TOTAL ALL SOURCES OF REVENUE	\$ 36,012,004.06	\$ 30,441,541.00	\$ 27,816,862.90

Stillwater Public Schools
Summary of Estimated Expenditures

	ACTUAL	BUDGET	SBA BUDGET
	FY 2024-2025	FY 2025-2026	FY 2025-2026
BOND FUNDS (31-39)			
1000 Instruction	\$ 67,509.19	\$ 584,993.00	\$ 70,000.00
SUPPORT SERVICES:			
2100 Other Support Services-Student	\$ 270,331.46	323,210.00	300,000.00
2220 Library Media Services	45.74	-	-
2230 Instruction Related Technology	350,922.11	1,822,880.00	360,000.00
2300 Board of Education Services	19,987.56	9,500.00	20,000.00
2340 Other General and Administrative Services	-	-	-
2530 Printing Equipment	127,571.54	-	130,000.00
2580 Tech Supplies	666,105.95	-	670,000.00
2620 Operation of Building Services	1,639,230.63	500,000.00	939,862.00
2630 Care and Upkeep of Grounds Services	1,226.98	500,000.00	2,000.00
2640 Care and Upkeep of Equipment Services	37,585.78	50,000.00	40,000.00
2660 Security Services	9,762.00	-	-
2670 Safety	55,911.16	-	-
2720 Bus Operation Services	719,535.20	477,225.00	750,000.00
3300 Athletics Supplies and Uniforms	31,912.18	-	35,000.00
Total Support Services	\$ 3,930,128.29	\$ 3,682,815.00	\$ 3,246,862.00
OTHER USES OF FUNDS			
4300 Land Improvement Services	752,465.91	-	-
4400 Architectural and Engineering Services	-	-	-
4600 All Other New Construction	6,473,928.34	17,132,092.00	15,500,000.00
4700 Facilities Improvement Services	3,514,720.08	9,000,000.00	9,000,000.00
5600 Correcting Entry	-	-	-
Total Other Uses of Funds	\$ 10,741,114.33	\$ 26,132,092.00	\$ 24,500,000.00
TOTAL FISCAL YEAR BUDGET	\$ 14,738,751.81	\$ 30,399,900.00	\$ 27,816,862.00

Stillwater Public Schools
Summary of Estimated Revenues

	ACTUAL	ORIGINAL SBA BUDGET	FIRST REVISED SBA BUDGET
	FY 2024-2025	FY 2025-2026	FY 2025-2026
DEBT SERVICE FUND (41)			
LOCAL SOURCES OF REVENUES:			
1110 Ad Valorem Tax Levy (Current)	\$ 15,240,869.11	\$ 16,357,875.00	\$ 14,683,670.00
1120 Ad Valorem Tax Levy (Prior Years)	335,102.29	-	-
1130 Revenue In Lieu of Taxes	-	-	-
1190 Other Taxes	-	-	-
1300 Total Earnings on Investments	50,312.50	-	-
TOTAL LOCAL SOURCES OF REVENUE	\$ 15,626,283.90	\$ 16,357,875.00	\$ 14,683,670.00
3000 State Receipts	\$ 2,059.42	\$ 2,000.00	\$ 2,000.00
5111 Premium on Bonds Sold	724,443.71	385,000.00	385,000.00
6100 Prior Year Fund Balance Forward	7,908,563.26	8,131,257.43	9,631,092.03
TOTAL ALL SOURCES OF REVENUE	\$ 24,261,350.29	\$ 24,874,132.43	\$ 24,699,762.03

Stillwater Public Schools
Summary of Estimated Expenditures

	ACTUAL	BUDGET	SBA BUDGET
	FY 2024-2025	FY 2025-2026	FY 2025-2026
DEBT SERVICE FUND (41)			
USES OF FUNDS:			
2319 Accounting Services	\$ 8,039.48	\$ 15,779,713.00	\$ 15,779,713.00
5100 Debt Service	\$ 14,622,465.00	\$ 15,779,713.00	\$ 15,779,713.00
Total Uses of Funds	\$ 14,630,504.48	\$ 15,779,713.00	\$ 15,779,713.00
5600 Correcting Entries	\$ -	\$ -	\$ -
TOTAL FISCAL YEAR BUDGET	\$ 14,630,504.48	\$ 15,779,713.00	\$ 15,779,713.00

**Stillwater Public Schools
Summary of Estimated Revenues**

GIFT FUND (81)

LOCAL SOURCES OF REVENUES:

Donations

	ACTUAL FY 2024-2025	ORIGINAL SBA BUDGET FY 2025-2026	FIRST REVISED SBA BUDGET FY 2025-2026
\$	-	-	800,000.00
	-	-	
	-	-	
	-	-	
TOTAL LOCAL SOURCES OF REVENUE	\$ -	\$ -	\$ 800,000.00
6100 Prior Year Fund Balance Forward	-	-	-
TOTAL ALL SOURCES OF REVENUE	\$ -	\$ -	\$ 800,000.00

**Stillwater Public Schools
Summary of Estimated Expenditures**

GIFT FUND (81)

USES OF FUNDS:

Total Uses of Funds

	ACTUAL FY 2024-2025	BUDGET FY 2025-2026	SBA BUDGET FY 2025-2026
\$	-	-	800,000.00
\$	-	-	
Total Uses of Funds	\$ -	\$ -	\$ 800,000.00
5600 Correcting Entries	-	-	-
TOTAL FISCAL YEAR BUDGET	\$ -	\$ -	\$ 800,000.00



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer
APPROVED BY: Mr. Tyler Bridges, Superintendent
DATE: September 9, 2025

AGENDA ITEM:

Larry Allred Memorial Golf Scholarship

BOARD ACTION REQUESTED:

Consider and Vote to approve moving the Larry Allred Memorial Golf Scholarship from Activity Funds to the SPEF account.

BACKGROUND INFORMATION:

The Larry Allred Memorial Golf Scholarship was not set up as intended years ago. It was set up in the school activity fund where it draws little interest. The founder of the scholarship wishes for all previous and future funds to be moved to the Stillwater Public Education Foundation.



Date: August 25, 2025

To: The Honorable Stillwater Public Schools Board Members

From: Mrs. Kristie Newby, MBA, CFE, IAP

Subject: Funds mistakenly placed in activity funds instead of SPEF

I was contacted by Ms. Emily Lewis of the Stillwater Public Education Foundation (SPEF) earlier this month. She had been approached by Ms. Gladeen B. Allred, who was concerned that the donation she had provided approximately 20 years ago had not been set up as a Larry Allred Memorial Golf Scholarship endowment with SPEF, but had accidentally been deposited into an activity fund with Stillwater Public Schools for the same project. She just learned of the error, wanted the mistake corrected and a payment for all funds in the activity fund to be provided to SPEF so they could set up the endowment.

I explained that, legally, it was inappropriate to have an activity fund pay SPEF, but that since it was technically not ever meant to be in an activity fund, if Ms. Allred would write me a letter explaining the situation and her desire that it be corrected, I would submit it to our Board for approval.

Attached to this memo is Ms. Allred's email to me that was received on 8/23/25 detailing the issue, her concerns, and the request to direct the funds to SPEF as she originally intended. Please consider her request to correct the error. Once you approve, I will direct the Activity Funds Custodian to proceed with the process to remit the remaining funds to SPEF.

STILLWATER PUBLIC SCHOOLS

Re: Larry Allred Memorial Golf Scholarship

4 messages

Newby, Kristie <knewby@stillwaterschools.com>

Sat, Aug 23, 2025 at 5:45 PM

To: Gladeen Allred <gladeenallred@gmail.com>, "Boggs, Rachel" <rboggs@stillwaterschools.com>, Ronald McElliott <rmcelliot@stillwaterschools.com>

Cc: "jbradshaw@stillwaterschools.com" <jbradshaw@stillwaterschools.com>, "rpatzkowski@stillwaterschools.com"

<rpatzkowski@stillwaterschools.com>

Ms. Allred,

Sorry to hear this was not handled as you intended. I will have this submitted to the SPS Board in September for approval. Once the board approves, I will have a check cut to SPEF.

Rachel and Mac,

Please have this request via email from Ms. Allred put on the September Board agenda for approval.

On Saturday, August 23, 2025, Gladeen Allred <gladeenallred@gmail.com> wrote:

>

> Sent from my iPhone

>

>> On Aug 23, 2025, at 11:37 AM, Gladeen Allred <gladeenallred@gmail.com> wrote:

>>

>>

>> GLADEEN B. ALLRED, Ed.D

>> [2026 South Iba Drive](#)>> [Stillwater, Ok 74074](#)

>>

>> August 23, 2035

>>

>> Stillwater Public Schools Board of Education

>> Kristie Newby, SPS CFO

>> Emily Lewis, SPEF Executive Director

>>

>> Dear Ms.Newby,

>>

>> My late husband Larry Allred enjoyed playing golf and mentoring young golfers. Several years after his death in 2003, I decided to set up an endowed memorial golf scholarship in his name. I asked my financial advisor Judy Hull at Edward Jones to establish a \$25,000 endowed Larry Allred Memorial Golf Scholarship at Stillwater High School . The scholarship was for a well- rounded SHS golf team member selected by the golf coach and the Athletic Director. A \$1,000 scholarship would be presented each year . The winner's name is to be engraved on the Larry Allred Memorial golf plaque at Stillwater High School.

>> The endowment was mistakenly placed in the school activity fund where it draws little interest. I would like to personally request that ALL previous and current funds/donations be transferred immediately upon approval from SPS Activity Funds to the Stillwater Public Education Foundation.

>> Sincerely,

>> Gladeen B. Allred, Ed.D

>> (widow of Larry Allred)

>>

>>

>> Sent from my iPhone

>

--



Mrs. Kristie Newby, MBA, CFE

Chief Financial Officer

314 S Lewis St

Stillwater, Oklahoma 74074

405-533-6300

stillwaterschools.com

Patzkowski, Randy <rpatzkowski@stillwaterschools.com>

Sat, Aug 23, 2025 at 6:20 PM

To: "Newby, Kristie" <knewby@stillwaterschools.com>

Cc: Gladeen Allred <gladeenallred@gmail.com>, "Boggs, Rachel" <rboggs@stillwaterschools.com>, Ronald McElliott <rmcelliot@stillwaterschools.com>, "jbradshaw@stillwaterschools.com" <jbradshaw@stillwaterschools.com>, Emily Lewis <spef@stillwaterschools.com>, Tawni Hooten <thooten@stillwaterschools.com>

Thanks to ALL of you who have been working with this situation, and for helping to resolve it per Ms. Allred's wishes!

Coach Patz

Randy Patzkowski

(Coach Patz)

SHS Boys Golf

SMS Math 180

rpatzkowski@stillwaterschools.com



[Quoted text hidden]

Gladeen Allred <gladeenallred@gmail.com>

Sat, Aug 23, 2025 at 8:07 PM

To: Randy Patzkowski <rpatzkowski@stillwaterschools.com>

Cc: Kristie Newby <knewby@stillwaterschools.com>, Rachel Boggs <rboggs@stillwaterschools.com>, Ronald McElliott <rmcelliot@stillwaterschools.com>, jbradshaw@stillwaterschools.com, Emily Lewis <spef@stillwaterschools.com>, Tawni Hooten <thooten@stillwaterschools.com>

Thank you so much. We appreciate your support.

Gladeen Allred

Sent from my iPhone

On Aug 23, 2025, at 6:20 PM, Patzkowski, Randy <rpatzkowski@stillwaterschools.com> wrote:

[Quoted text hidden]

Newby, Kristie <knewby@stillwaterschools.com>

Sun, Aug 24, 2025 at 6:09 PM

To: "Boggs, Rachel" <rboggs@stillwaterschools.com>, Ronald McElliott <rmcelliot@stillwaterschools.com>

I will type out a letter to the Board explaining the situation and asking for their approval on cutting a check to SPEF and we can attach this email behind it.

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

From: Gladeen Allred <gladeenallred@gmail.com>

Date: Saturday, August 23, 2025

Subject: Re: Larry Allred Memorial Golf Scholarship

To: Randy Patzkowski <rpatzkowski@stillwaterschools.com>

Cc: Kristie Newby <knewby@stillwaterschools.com>, Rachel Boggs <rboggs@stillwaterschools.com>, Ronald McElliott <rmcellott@stillwaterschools.com>, jbradshaw@stillwaterschools.com, Emily Lewis <spéf@stillwaterschools.com>, Tawni Hooten <thooten@stillwaterschools.com>

Thank you so much. We appreciate your support.

Gladeen Allred

Sent from my iPhone

On Aug 23, 2025, at 6:20 PM, Patzkowski, Randy <rpatzkowski@stillwaterschools.com> wrote:

Thanks to ALL of you who have been working with this situation, and for helping to resolve it per Ms. Allred's wishes!
Coach Patz

Randy Patzkowski

(Coach Patz)

SHS Boys Golf

SMS Math 180

rpatzkowski@stillwaterschools.com

<https://ci3.googleusercontent.com/meips/ADKq_NaIFR1r-z7OkcU2Qb1Cuag5Xw_IIQB_1XLT055r7wLqUAtbctcCNdCNRYd0r1VjULXZvrAkHEkA6VYkb3CGKcZDtOEBIBjeg_DDMHtFv2gLT6Vp-LbSPiZCHho0YGZxM439gAHQXANiC7GMIHDKR-KIt6lr2k9RnEyTRllq9Z2sCV5YQumHu8iihFIBv0A3sTSH8Ae8J3v76Yh1e_XT2-RU7o3kw-nGzoMxQRjG0ODQZ1yNiIl1-ehklzuVMxljm219dex8GHyNg=s0-d-e-1-ft#https://bloximages.chicago2.vip.townnews.com/stwnewspress.com/content/tncms/assets/v3/editorial/d/8c/d8c246da-7b46-11e9-b360-833d4cb191e3/5ce31d1ea80e3.image.jpg?resize=400%2C287>

On Sat, Aug 23, 2025 at 5:45 PM Newby, Kristie <knewby@stillwaterschools.com> wrote:

>

> Ms. Allred,

>

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>>> GLADEEN B. ALLRED, Ed.D

>>> 2026 South Iba Drive

>>> Stillwater, Ok 74074

>>>

>>> August 23, 2025

>>>

>>> Stillwater Public Schools Board of Education

>>> Kristie Newby, SPS CFO

>>> Emily Lewis, SPEF Executive Director

>>>

>>> Dear Ms.Newby,

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>>> My late husband Larry Allred enjoyed playing golf and mentoring young golfers. Several years after his death in 2003, I decided to set up an endowed memorial golf scholarship in his name. I asked my financial advisor Judy Hull at Edward Jones to establish a \$25,000 endowed Larry Allred Memorial Golf Scholarship at Stillwater High School . The scholarship was for a well- rounded SHS golf team member selected by the golf coach and the Athletic Director. A \$1,000 scholarship would be presented each year . The winner's name is to be engraved on the Larry Allred Memorial golf plaque at Stillwater High School.

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request that ALL previous and current funds/donations be transferred immediately upon approval from SPS Activity Funds to the Stillwater Public Education Foundation.

>>> Sincerely,

>>> Gladeen B. Allred, Ed.D

>>> (widow of Larry Allred)

>>>

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>>> Sent from my iPhone

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>

> <https://lh7-rt.googleusercontent.com/docsz/AD_4nXcNbQ_5zV4fb4anifg71KJDV1HUVXHW0wTI_b1uRSHAj12PP9J5qSiOT8yLnExEtwcmTOHY2yG1UbOAg6QEY6ZAJopRrv36HpVi0AMfP7PukPy0WyupVyYYKqfNP4aaihDRB83r8XDHTc2IVNR4mkkLgveH?key=CcTBan-1MXwmijveiy_1Ww>

[Quoted text hidden]

HIGHLAND PARK ELEMENTARY	CAPACITY	ENROLLMENT	AVAILABILITY - Out of District	AVAILABILITY - In District
Pre-K	40	40	0	0
Kindergarten	80	62	9	9
1st Grade	80	90	0	0
2nd Grade	80	72	4	4
3rd Grade	96	74	11	11
4th Grade	96	77	10	9
5th Grade	72	73	0	0

RICHMOND ELEMENTARY	CAPACITY	ENROLLMENT	AVAILABILITY - Out of District	AVAILABILITY - In District
Pre-K	40	40	0	0
Kindergarten	60	48	6	6
1st Grade	60	50	5	5
2nd Grade	60	66	0	0
3rd Grade	48	43	3	2
4th Grade	72	57	8	7
5th Grade	48	51	0	0

SANGRE RIDGE ELEMENTARY	CAPACITY	ENROLLMENT	AVAILABILITY - Out of District	AVAILABILITY In District
Pre-K	60	52	4	4
Kindergarten	60	67	0	0
1st Grade	80	60	10	10
2nd Grade	80	84	0	0
3rd Grade	72	56	8	8
4th Grade	72	74	0	0
5th Grade	72	83	0	0

SKYLINE ELEMENTARY	CAPACITY	ENROLLMENT	AVAILABILITY - Out of District	AVAILABILITY In District
Pre-K	40	35	3	2
Kindergarten	60	59	1	0
1st Grade	60	53	4	3
2nd Grade	60	52	4	4
3rd Grade	48	43	3	2
4th Grade	48	41	4	3

5th Grade	72	62	5	5
WESTWOOD ELEMENTARY	CAPACITY	ENROLLMENT	AVAILABILITY - Out of District	AVAILABILITY In District
Pre-K	40	38	1	1
Kindergarten	80	87	0	0
1st Grade	80	76	2	2
2nd Grade	80	88	0	0
3rd Grade	96	96	0	0
4th Grade	96	104	0	0
5th Grade	96	96	0	0
WILL ROGERS ELEMENTARY	CAPACITY	ENROLLMENT	AVAILABILITY - Out of District	AVAILABILITY In District
Pre-K	60	54	3	3
Kindergarten	80	75	3	2
1st Grade	80	82	0	0
2nd Grade	60	74	0	0
3rd Grade	72	68	2	2
4th Grade	96	86	5	5
5th Grade	72	61	6	5
STILLWATER MIDDLE SCHOOL	CAPACITY	ENROLLMENT	AVAILABILITY - Out of District	AVAILABILITY - In District
6th Grade	450	417	33	0
7th Grade	490	478	12	0
STILLWATER JUNIOR HIGH SCHOOL	CAPACITY	ENROLLMENT	AVAILABILITY - Out of District	AVAILABILITY - In District
8th Grade	450	420	30	0
9th Grade	450	411	39	0
STILLWATER HIGH SCHOOL	CAPACITY	ENROLLMENT	AVAILABILITY - Out of District	AVAILABILITY - In District
10th Grade	525	491	34	0
11th Grade	450	403	47	0
12th Grade	450	383	67	0



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

AGENDA ITEM:

Consider and Vote to Approve or Not Approve the Certificate of Substantial Completion for SPS OES Building Renovation Phase 2 Parking Project.

BOARD ACTION REQUESTED:

Vote to Approve or Not Approve the Certificate of Substantial Completion for SPS OES Building Renovation Phase 2 Parking Project.

BACKGROUND INFORMATION:

Attached is the Certificate of Substantial Completion and Punch List for Stillwater Public Schools OES Building Renovation Phase 2 Parking Project. The work identified has been reviewed by the architect and found to be substantially complete in accordance with the contract documents so that the Owner can occupy and utilize the spaces for their intended use. The date of substantial completion of the project, or portion designated, is also the date of commencement of applicable warranties, except those items listed in the attached punch lists. The contractor, Firebrand Construction, LLC has 30 days from the date of substantial completion to complete the punch list items, and commencement of those warranties will begin with the date of issuance of final payment.

AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> SPS OES Building Renovation Phase 2 Parking 5021 N. Perkins Road, Stillwater, Oklahoma 74075	CONTRACT INFORMATION: Contract For: General Construction Date: 01-14-2025	CERTIFICATE INFORMATION: Certificate Number: 01 Date: 08-14-2025
OWNER: <i>(name and address)</i> Independent School District No. 16 of Payne County Oklahoma 314 South Lewis Street Stillwater, Oklahoma 74074	ARCHITECT: <i>(name and address)</i> 505 Architects LLC 1631 South Delaware Avenue Tulsa, OK 74104	CONTRACTOR: <i>(name and address)</i> Firebrand Construction LLC 221 E 9th Avenue Stillwater, Oklahoma 74074

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. *(Identify the Work, or portion thereof, that is substantially complete.)*

Entire Parking Project



ARCHITECT *(Signature)*

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

08-07-2025

Date Of Substantial Completion

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:
(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)
Refer to attached punchlist dated 08.07.2025

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Thirty(30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$3,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:
(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:



CONTRACTOR *(Signature)*

Kyler McCommas, President
(Printed name and title)

8/15/2025

Date

OWNER *(Signature)*

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

Date



**Gose &
Associates**

ENGINEERING • PLANNING • LAND SERVICES

Punch List

To: Fire Brand Construction

From: Katie Purdy, P.E.

Date: 08/07/2025

Project Description: SPS OES Building Renovation Phase 2 Parking

Project Number: 0085.44

Re: Punch List items following punch walk 08/07/2025

- Sealing of the joints in the stairs.
- As-built drawings for the detention pond to confirm volume, Gose will submit the record drawings to the city.
- Removal of the straw bales at the west side of the Richmond Road driveway.

Should you have any questions please feel free to contact me at 405.743.4907.



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

AGENDA ITEM:

Consider and Vote to Approve or Not Approve the Certificate of Substantial Completion of the SPS Sangre Ridge, Middle School HVAC and Roof Replacement and SPS High School PAC and Fieldhouse Mechanical Improvements and Replacements

BOARD ACTION REQUESTED:

Vote to Approve or Not Approve the Certificate of Substantial Completion of the SPS Sangre Ridge, Middle School HVAC and Roof Replacement and SPS High School PAC and Fieldhouse Mechanical Improvements and Replacements

BACKGROUND INFORMATION:

Attached is the Certificate of Substantial Completion and Punch List for the SPS Sangre Ridge, Middle School HVAC and Roof Replacement and SPS High School PAC and Fieldhouse Mechanical Improvements and Replacements Project. The work identified has been reviewed by the architect and found to be substantially complete in accordance with the contract documents so that the Owner can occupy and utilize the spaces for their intended use. The date of substantial completion of the project, or portion designated, is also the date of commencement of applicable warranties, except those items listed in the attached punch lists. The contractor, American Roofing and Construction, LLC has 30 days from the date of substantial completion to complete the punch list items, and commencement of those warranties will begin with the date of issuance of final payment.



AIA[®]

Document G704[®] – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*

SPS SR_MS HVAC and Roof Replacement
SPS High School and Field House
Mechanical Improvements Replacment
Stillwater, Oklahoma

CONTRACT INFORMATION:

Contract For:
General Construction

Date:
12-10-2024

CERTIFICATE INFORMATION:

Certificate Number:
01

Date:
08-26-2025

OWNER: *(name and address)*

Independent School Distric No. 16 of
Payne County Oklahoma
314 South Lewis Street
Stillwater, Oklahoma 74074

ARCHITECT: *(name and address)*

505 Architects LLC

1631 South Delaware Avenue
Tulsa, OK 74104

CONTRACTOR: *(name and address)*

American Roofing and Construction, LLC

735 N Union
Ponca City, Oklahoma 74601

The Work identified below has been reviewed and found, to the Architect’s best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

SPS Sangre Ridge Elementary Roof Replacement and Mechanical Equipment Improvements
SPS Middle School Elementary Roof Replacement and Mechanical Equipment Improvements
SPS High School Field House Mechanical Equipment Improvements


ARCHITECT *(Signature)*

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

08-29-2025
Date Of Substantial Completion

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

- SPS PAC Mechanical Equipment Improvements - Install PAC -RTU-12
- Complete trouble shooting issues on MS-RTU-18, MS-RTU-24, MS-RTU-37, SR-RTU-19
- Complete gas line installation at Field House and Middle School.
- Test and Balance Report for each building
- Final Clean
- Closeout & Record Documents

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Thirty(30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$350,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner’s and Contractor’s legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:


CONTRACTOR (Signature)

Joe Vaden, Jr., Commercial Estimator
(Printed name and title)

August 27, 2025
Date

OWNER (Signature)

(Printed name and title)

Date





STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

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
09.09.2025***



DEFERRED MAINTENANCE PROJECTS

SPS Sangre Ridge and Middle School Roof and HVAC Improvements Projects are under Construction.

- Middle School Roof and HVAC
 - Roofing is complete; metal coping and roof access ladders is in progress
 - All 40 RTU units have been replaced, and gas line installation is in progress
 - Controls are being finalized
 - Civil grading is complete
- Sangre Ridge Roof and HVAC
 - Roofing is complete; metal coping and roof access ladders is in progress
 - All 27 RTU units have been replaced, and gas line installation is in progress
 - Controls are being finalized
 - Civil grading is complete

DEFERRED MAINTENANCE PROJECTS

SPS HS Field House and PAC HVAC Projects are under Construction

- High School PAC HVAC
 - 12 of 13 RTU units have been replaced, and gas lines are installed
 - Remaining large PAC-RTU-12 has been received and is scheduled to be set over Fall Break
 - Controls are being finalized
- Field House HVAC
 - All 5 RTU units have been replaced, and gas lines are in progress
 - Controls are being finalized
- Construction, excluding the PAC RTU's, is scheduled to be completed September 2025

HS PHASE 1 AND 2 – CONSTRUCTION PHASE

- Owner, Architect, and Constructor (DAC) meetings are scheduled for every two weeks to review construction progress and coordination with upcoming installations of SPS Owner provided equipment and systems.
- 505 Architects will be leading multiple tours for faculty and staff on Tuesday, September 2 to provide them the opportunity to see the progress of the new High School construction.
- SPS HS Phase 1 and 2 FF&E Bid Package Bid Package Mandatory Pre-Bid meeting was held on 8/8 with seven Vendors attending; FF&E Bid Opening scheduled for 9/16; FF&E Bids for BOE consideration and award to be presented at the October BOE Meeting.
- SPS FF&E Procurement will occur prior to end of year to minimize price increases.

HS PHASE 1 AND 2 – CONSTRUCTION PHASE



JULY 30, 2025



HS PHASE 1 AND 2 – CONSTRUCTION PHASE

SITE WORK ACCOMPLISHED LAST MONTH

Miscellaneous paving around site and backfill

Landscaping (sod/irrigation) is in progress

SITE WORK UPCOMING NEXT TWO WEEKS

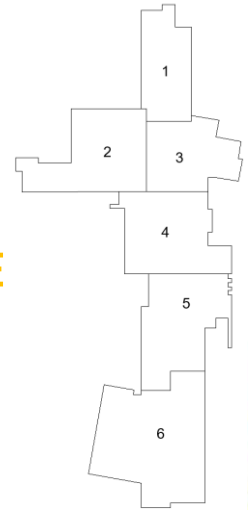
Miscellaneous paving around site and backfill

Landscaping (sod/irrigation) West and East side is in progress

Paving begins on West side nearest HS building and on East side (Bus Loop)

Parking lot striping of the far Southwest lot so it can be utilized by SPS for football games

SITE



HS PHASE 1 AND 2 – CONSTRUCTION PHASE

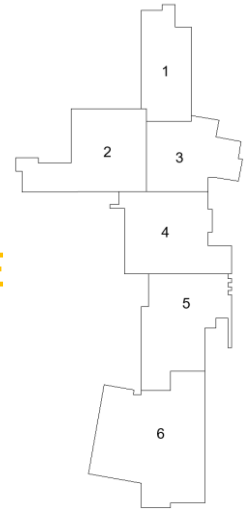


SITE – BUS LOOP DRIVE



SITE – SIDEWALK ALONG FRANKLIN

SITE



HS PHASE 1 AND 2 – CONSTRUCTION PHASE

AREA 1 WORK ACCOMPLISHED LAST MONTH

Classroom ceiling grid installation is complete

Light installation is in progress

RTU's have been turned on

HVAC grille installation is in progress

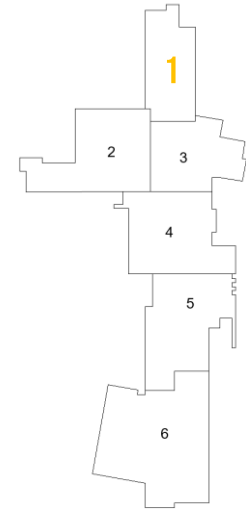
AREA 1 WORK UPCOMING NEXT TWO WEEKS

Light installation is in progress

HVAC grille installation is in progress

Communication wiring installation is in progress

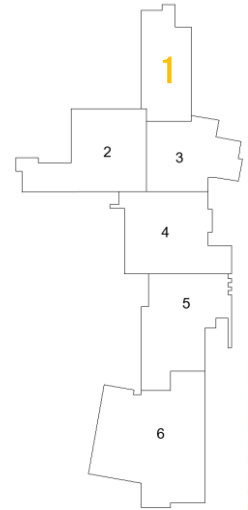
Millwork installation begins



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



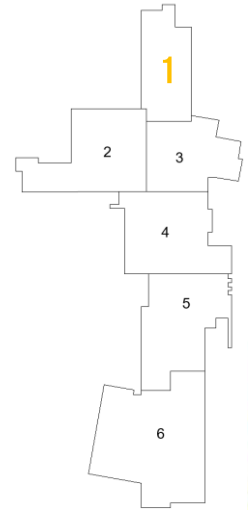
AREA 1 – HALLWAY



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 1 – SCIENCE LAB



HS PHASE 1 AND 2 – CONSTRUCTION PHASE

AREA 2 WORK ACCOMPLISHED LAST MONTH

Drywall and insulation is complete

Tape and Bed in progress

First coat of paint is in progress

Ceiling grid is in progress

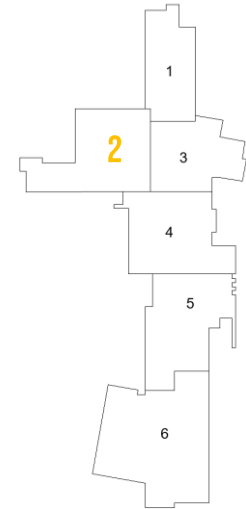
Fire alarm wire is being pulled

AREA 2 WORK UPCOMING NEXT TWO WEEKS

Classroom ceiling grid installation begins

Light installation begins

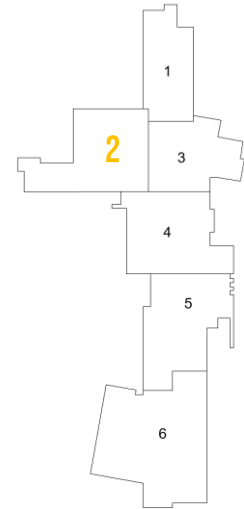
Communication wiring installation is in progress



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



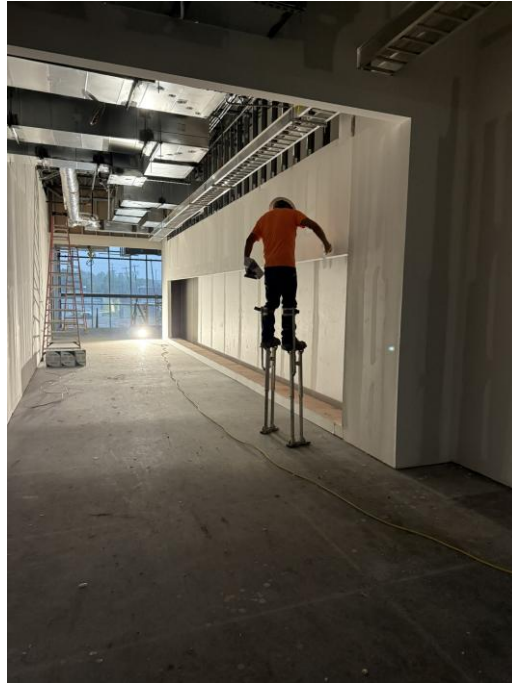
AREA 2 – EXTERIOR



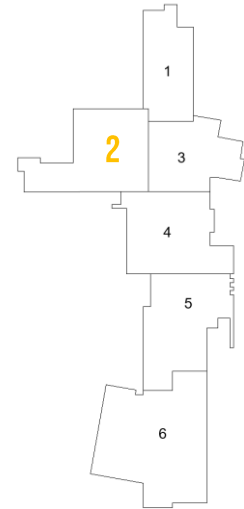
HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 2 – 1ST FLOOR SPED HALLWAY



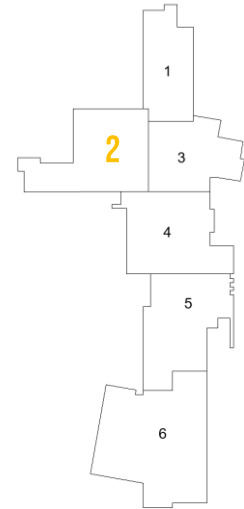
AREA 2 – 2ND FLOOR SOCIAL STUDIES HALLWAY



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



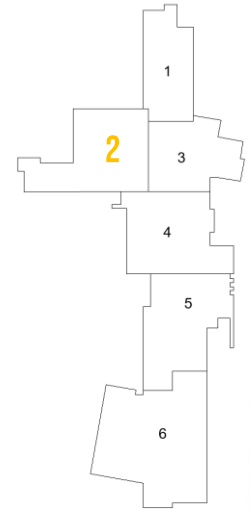
AREA 2 – PATHFINDERS CLASSROOM



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 2 – TEACHER SUITE



HS PHASE 1 AND 2 – CONSTRUCTION PHASE

AREA 3 WORK ACCOMPLISHED LAST MONTH

Classroom ceiling grid installation is complete

Light installation is in progress

Drywall ceiling installation is in progress

AREA 3 WORK UPCOMING NEXT TWO WEEKS

Drywall ceiling installation is in progress

Light installation is in progress

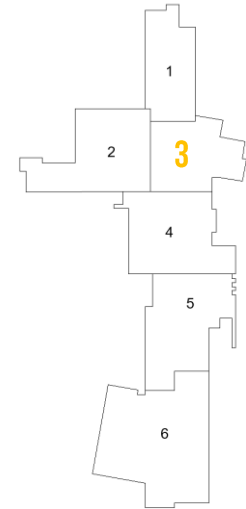
Begin tile installation along ramp

Begin epoxy floor installation

HVAC grilles are in progress

Communication wiring installation is in progress

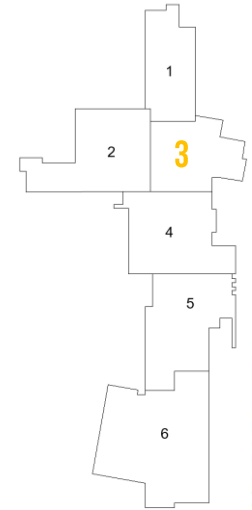
Greenhouse installation begins



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



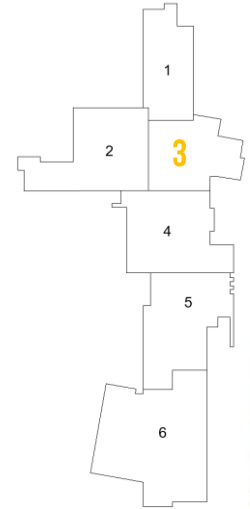
AREA 3 – PRESENTATION ROOM ENTRY



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



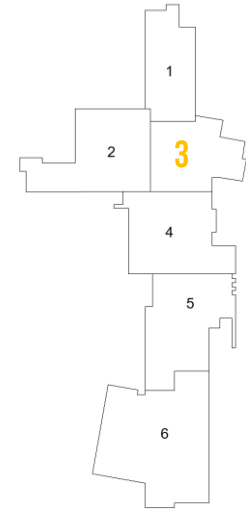
AREA 3 – VISUAL ARTS ENTRY HALLWAY



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



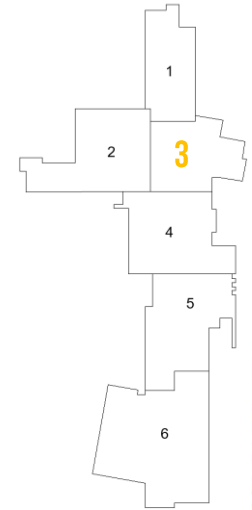
AREA 3 – PRESENTATION ROOM



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



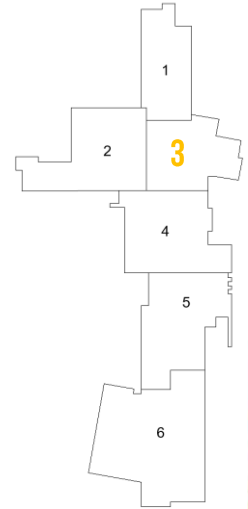
AREA 3 – BOYS RESTROOM



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 3 – COMMONS AREA SECOND FLOOR



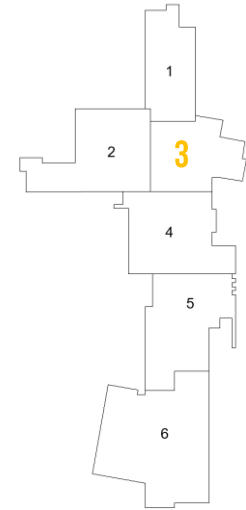
HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 3 – PAINTING CLASSROOM



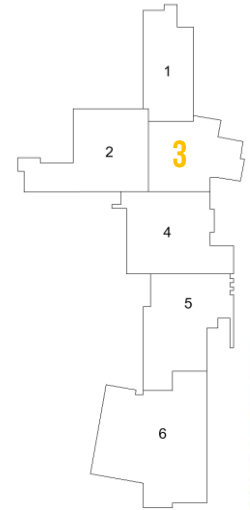
AREA 3 – EXTEIOR



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 3 – SCULPTURE CLASSROOM



HS PHASE 1 AND 2 – CONSTRUCTION PHASE

AREA 4 WORK ACCOMPLISHED LAST MONTH

Overhead and in-wall MEP rough-in complete

Drywall and insulation in progress

Brick veneer on east side is in progress

Patio roof installation is in progress

AREA 4 WORK UPCOMING NEXT TWO WEEKS

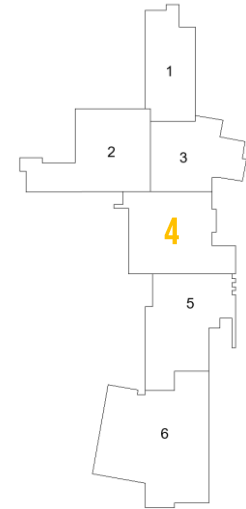
Install fire sprinkler is in progress

Brick veneer east side is in progress

Patio roof pavers installation begins

Gypsum board installation begins

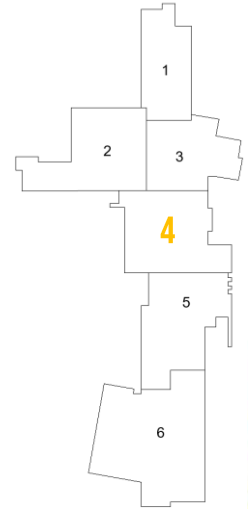
Paint of exterior canopies begins



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



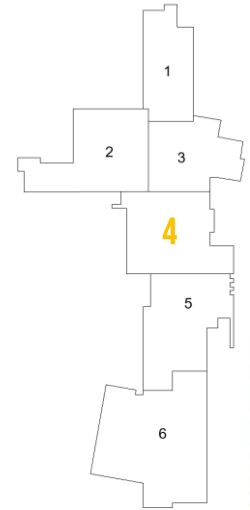
AREA 4 – FIRE DOOR



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



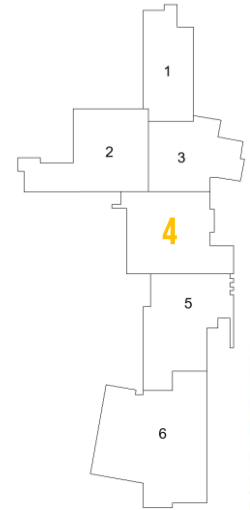
AREA 4 – RECEPTION / ENTRY LOBBY



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



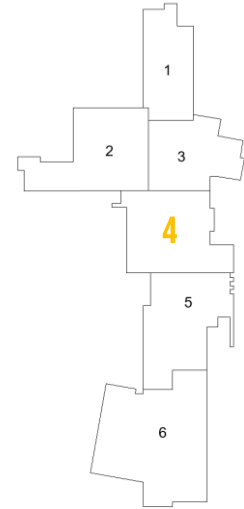
AREA 4 – MEDIA CENTER



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



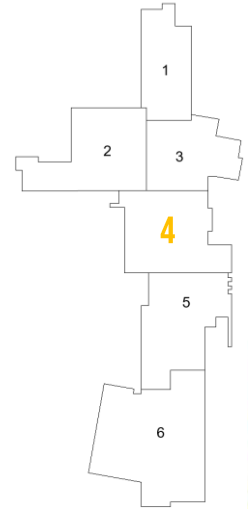
AREA 4 – MEDIA CENTER PATIO



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



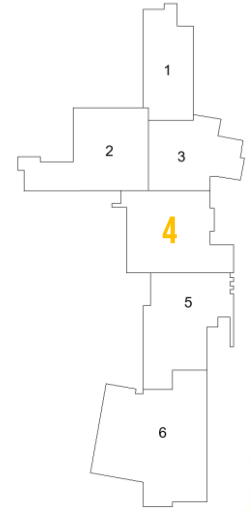
AREA 4 – STUDENT CENTER



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 4 – STUDENT CENTER



HS PHASE 1 AND 2 – CONSTRUCTION PHASE

AREA 5 WORK ACCOMPLISHED LAST MONTH

Overhead and in-wall MEP is complete

Main electrical room build-out is in progress

Drywall and insulation is in progress

AREA 5 WORK UPCOMING NEXT TWO WEEKS

Main electrical room build-out is in progress.

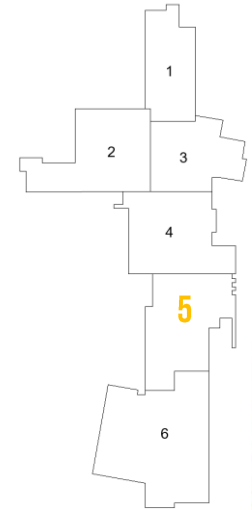
Kitchen MEP rough-ins

Install gas lines on roof

Install fire sprinkler in progress

Drywall and insulation is in progress

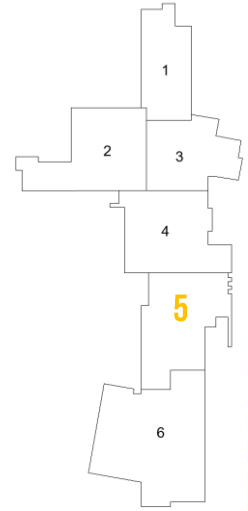
South stair installation is in progress



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



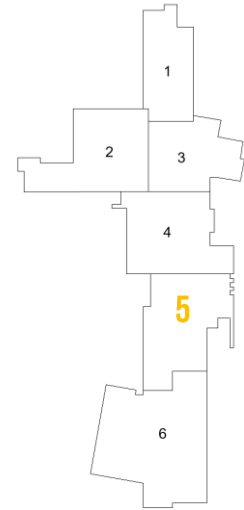
AREA 5 – ELA HALLWAY



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



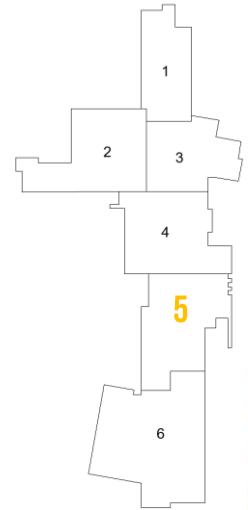
AREA 5 – ELA CLASSROOM



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



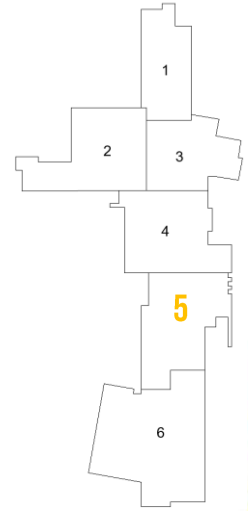
AREA 5 – STAIRS



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 5 – ELECTRICAL ROOM BUILD OUT



HS PHASE 1 AND 2 – CONSTRUCTION PHASE

AREA 6 WORK ACCOMPLISHED LAST MONTH

Interior framing is in progress

Overhead and in-wall MEP in progress

Drywall and insulation is in progress

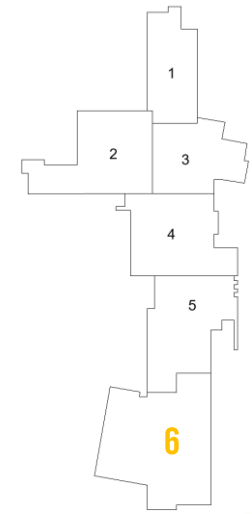
AREA 6 WORK UPCOMING NEXT TWO WEEKS

Interior framing is in progress

Overhead MEP in progress

Sprinkler overhead rough-in in progress

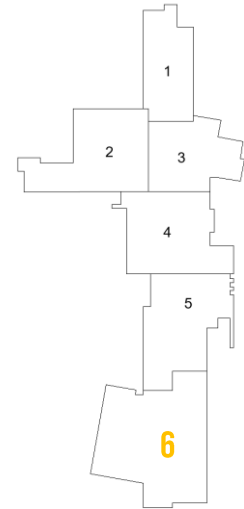
Brick installation along south side in progress



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



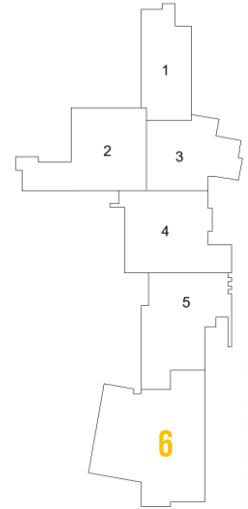
AREA 6 – PA WING SW EXTERIOR



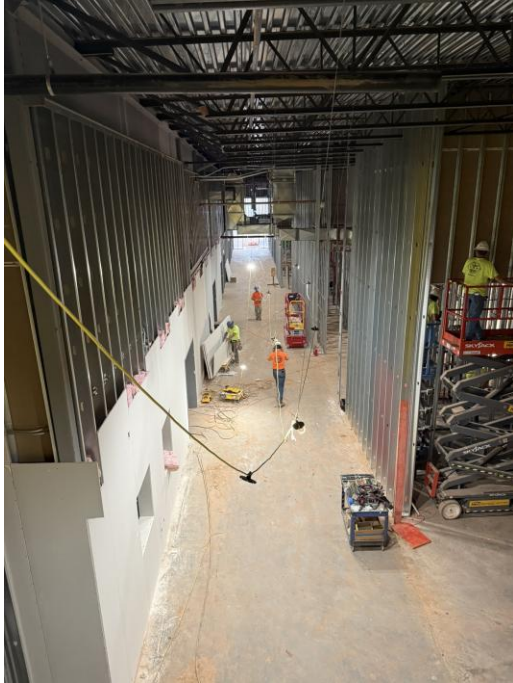
HS PHASE 1 AND 2 – CONSTRUCTION PHASE



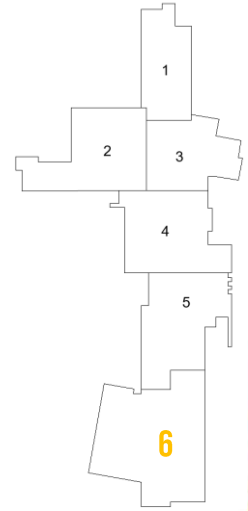
AREA 6 – PA WING SE EXTERIOR



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



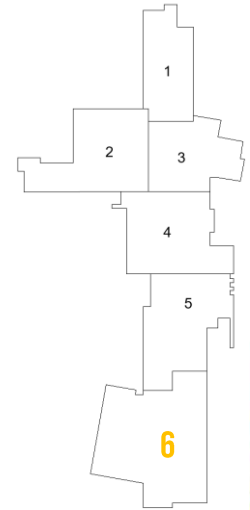
AREA 6 – PA WING HALLWAY



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



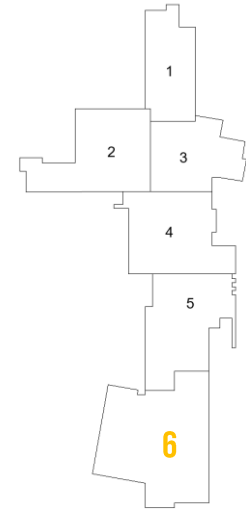
AREA 6 – PA WING ORCHESTRA ROOM



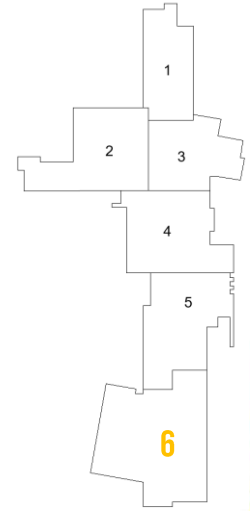
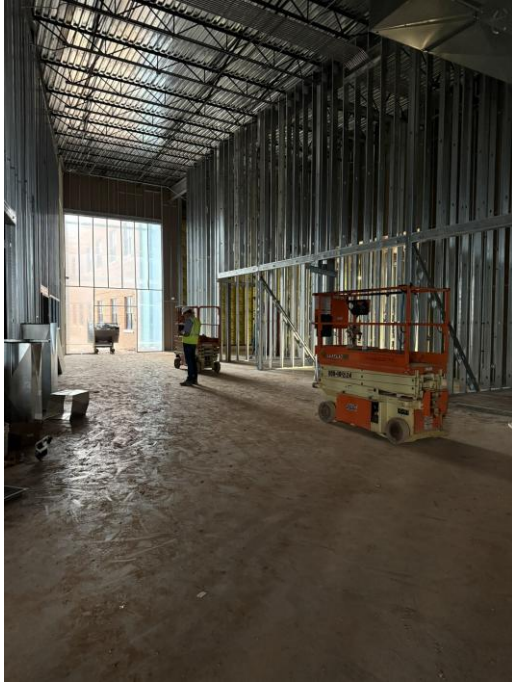
HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 6 – LARGE BAND ROOM



HS PHASE 1 AND 2 – CONSTRUCTION PHASE



AREA 6 – PA COMMON SPACE / PRACTICE ROOMS

HS ATHLETICS PHASE 1 DESIGN PHASE

SPS Athletics Phase 1 improvements on the existing High School campus that include new gym, weight room, wrestling, locker rooms, indoor practice spaces, outdoor practice field, and associated supports spaces. Project is in Schematic Design Phase.

- 505 Architects Schematic Design Phase has begun and is anticipated to be complete for an October BOE Mtg review and approval.
- SPS Athletics Phase 1 KUG Kickoff meeting occurred on 8/20 to review initial concept diagrams.
- 505 Architects continues to meet with KUG to gather and review the specific needs for each of the individual the spaces for each sport.
- SPS Athletics Phase 1 is scheduled to Bid in April 2026 and begin construction in June 2026.



STILLWATER PUBLIC SCHOOLS





STILLWATER PUBLIC SCHOOLS

STILLWATER BOARD OF EDUCATION

PREPARED BY: Superintendent's Cabinet
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

AGENDA ITEM:

Receive SPS Policies and Consider Approval:

- 1) DABD
- 2) DBCA
- 3) DOAC
- 4) FFACA
- 5) FFACA-E2
- 6) FO

BOARD ACTION REQUESTED:

Motion to Review and Approve the revisions of the following SPS policies as presented.

BACKGROUND INFORMATION

The district is in an ongoing process of updating policies and procedures in accordance with Oklahoma law and/or current practices. The Policy Review Committee met on August 26, 2025 to review policy revisions as recommended by the administration. Details regarding these policy revisions are listed below.

DABD Service of Legal Papers on School Grounds During School Hours

Policy DABD is being brought with revisions to update the current policy language to include SPS students. This policy provides guidance regarding the service of legal documents on school grounds and is provided to limit disruption to the educational process for students, teachers, staff, and administrators.
(Source: Bo Gamble)

DBCA Standards of Performance and Conduct for Teachers

Policy DBCA is being brought as a revised policy to meet the requirements as recommended by OSSBA. Senate Bill 942, created a new law addressing the issue of antisemitism. The new law requires institutions of higher education and public schools to incorporate the definition of antisemitism into student, faculty and employee codes of conduct. The bill requires that "Antisemitism" have the same meaning as provided for

by the International Holocaust Remembrance Alliance Working Definition of Antisemitism, including its contemporary examples as it was adopted on May 26, 2016 (OSSBA, Aug. 2025).

(Source: Trent Swanson)

DOAC Support Personnel Suspension, Demotion, Nonrenewal, or Termination

Policy DOAC is being brought as a revised policy to meet the requirements as recommended by OSSBA. As mentioned with recommended policy revisions for DBCA, Senate Bill 942, created a new law addressing the issue of antisemitism. This language has been added to DOAC for review.

In addition, House Bill 1483 modifies Oklahoma law to provide whistleblower protection to support employees. The protection exists for those who reasonably believe a violation of law has occurred. The protection will be fact specific and whether or not allegations are reasonable will be a question of fact. Oklahoma law was modified in 2021 to add this protection for teachers. This legislation adds the same protections for support employees. Instead of making a new policy which addresses this protection, we have added the language into the existing policy regarding the cause for which a support employee may be subject to adverse employment action (OSSBA, Aug. 2025).

(Source: Trent Swanson)

FFACA Administering Medication to Students

Policy FFACA is being brought as a revised policy to meet the requirements of state law.

(Source: Angela Rhoades)

FFACA-E2 Parent/Guardian Consent and Waiver for Administration of Epinephrine Injection

Policy FFACA is being brought as a revised policy to meet the requirements of state law.

(Source: Angela Rhoades)

FO2 Student Discipline

Policy FO is being brought as a revised policy to meet the requirements as recommended by OSSBA. Senate Bill 942 created a new law addressing the issue of antisemitism. The new law requires institutions of higher education and public schools to incorporate the definition of antisemitism into the student code of conduct. (OSSBA, Aug. 2025)

(Source: Bo Gamble)

STILLWATER BOARD OF EDUCATION		FFACA
<i>Adoption Date: February 8, 2000</i>	<i>Revision Date(s): 2/10/04, 7/17/12, 4/9/19, 1/14/20, 3/7/23, 1/9/24</i>	<i>Page 1 of 4</i>

ADMINISTERING MEDICATION TO STUDENTS

The Stillwater Board of Education recognizes that students will on occasion need to take medicines at school. The term “medicine” as used in this policy means “non-prescription medicine” and “filled prescription medicine.”

Definitions

“Non-prescription medicine” is that medicine that may be purchased over-the-counter without direction from a physician. Non-prescription medicine must be in the original container and have affixed the name of the medicine, dosage, guidelines and directions for administration. A student’s name must be written on the container. Non-prescription medications may be dispensed and administered only in compliance with the written directions on the label of the medication or as otherwise authorized in writing by the student’s physician.

“Filled prescription medicine” is a medication contained in a prescription container with a label which states the name and address of the pharmacy, date of filling, name of patient, name of person who prescribes the medication, prescription number, name of medication, dose per unit and directions for the administration of the medicine. If these details are not listed on a pharmacy container, or a sample is provided by a doctor, or a prescription changes, a doctor’s written instructions are required. Except for district-wide ~~Epinephrine injectors~~ **epinephrine delivery devices**, school staff will only administer prescription medication with written authorization and instructions.

“Inhaler” means a device that delivers a bronchodilator to alleviate symptoms of respiratory distress that is manufactured in the form of a metered-dose inhaler or dry-powder inhaler and that may include a spacer or holding chamber that attaches to the inhaler to improve the delivery of the bronchodilator.

“Parent” means a parent, a court-appointed guardian or a person having legal custody of a minor student.

“Sunscreen” means a compound topically applied to prevent sunburn.

“Inhaled Asthma Medication” means a metered dose inhaler or a dry powder inhaler to alleviate asthmatic symptoms, prescribed by a physician and having an individual label.

“Self-Administered” means a student’s use of medication pursuant to prescription or written direction from a physician.

“Student-Carried” means a student will be permitted to possess and use a prescribed medication at all times according to policy guidelines.

Personnel Authorized to Administer Medications

The principal, school nurse, contracted nurse, or designated school employee will administer/oversee and record any filled prescription or non-prescription medication given to a student. All medicines will be properly stored in a designated location. Emergency rescue medications and supplies must be secured but readily accessible to designated staff. These medicines will not be readily accessible to anyone other than school employees authorized to administer medication.

Record of Medications Administered to Students

School personnel will keep on file signed authorization forms as well as a record of the following:

- (a) name of student to whom the medication is administered,
- (b) name of medicine,

ADMINISTERING MEDICATION TO STUDENTS (Cont.)

- (c) dosage of medicine,
- (d) time(s) medicine is to be taken,
- (e) date of expiration (if applicable),
- (f) date the medicine is administered,
- (g) time(s) medicine is administered, and
- (h) signature/initials of authorized personnel administering the medicine.

Medication Authorization Form

If it becomes necessary to administer a filled prescription medicine or non-prescription medicine to a student at school, a parent/guardian must sign a Medication Authorization Form provided by school personnel. Such form shall be completed each school year and for each change of medication or sunscreen.

Self-Administered, Student-Carried

Self-administration of inhaled asthma medication by a student for treatment of asthma, an anaphylaxis medication used to treat anaphylaxis, and the self-administration of replacement pancreatic enzymes by a student for treatment of cystic fibrosis is permitted with written parental authorization.

Guidelines

1. The parent/guardian will be required to sign the parent/guardian section of the Medication Authorization form.
2. The student's physician will be required to sign the physician section of the Medication Authorization form.
3. The parent/guardian will be required to provide an emergency supply of the student's authorized medication.

Stillwater Public Schools will incur no liability for any of the following:

1. Injury arising from the self-administration of student-carried medication.
2. Misuse of a self-administered, student-carried medication
3. Injury/misuse arising from an independent act of a third part involving self-administered or student-carried medication.

Annual physician and parent written authorization is required for all medication that is to be self-administered and student carried.

Procedures for Self-Administration of Emergency Medication

Students with severe asthma, anaphylaxis or a life-threatening condition who need to carry and self-administer an emergency medication must adhere to the following guidelines. Anaphylaxis medication includes but is not limited to ~~Epinephrine injectors~~ **FDA approved epinephrine delivery devices**, prescribed by a physician and having an individual

label. A student who is permitted to self-administer anaphylaxis medication, inhaled asthma medication or emergency medication shall be permitted to possess and use the anaphylaxis medication or inhaled asthma medication or emergency medication at all times for the school year in which permission for self-administration is granted (i.e., inhaler, an anaphylaxis medication used to treat anaphylaxis, insulin pump, glucagon injection, an EpiPen, and replacement of pancreatic enzymes for treatment of cystic fibrosis).

ADMINISTERING MEDICATION TO STUDENTS (Cont.)

1. Submit a written statement from the physician treating the student indicating the child's condition and that he/she is capable of and has been instructed in the proper method of self-administration of the medication.
2. The parent/guardian must fill out and sign the Authorization to Administer Medication form. This form gives parental consent for administration of the medication and acknowledges that the school district, employees and agents shall incur no liability as a result of any injury arising from the self-administration of the medication by the student.
3. It is the parent's/guardian's responsibility to provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
4. Permission for the self-administration of medication is effective for the school year for which it is granted and must be renewed each subsequent school year upon the fulfillment of the above requirements.
5. By signing and initialing on the Medication Authorization Form, the parent/guardian is stating that he/she understands the guidelines as stated above. Under state law, the board of education, the school district, or the employees of the district shall not be liable to the student or the student's parent/guardian for civil damage for any personal injuries to the student which result from acts or omissions of school employees in administering any medication or for any personal injuries to the student which result from acts or omissions of school employees in administering any medication.
6. Students who self-medicate are prohibited from sharing or playing with their medication or special equipment. If a student engages in these activities, the parent will be contacted, and a conference will be scheduled with the parent, nurse, and other appropriate persons.

District-Wide Use of Epinephrine Injectors

The board of education has authorized the superintendent to obtain a prescription for ~~epinephrine injectors~~ any FDA approved epinephrine delivery devices in the name of the school district. This prescription will be of a quantity sufficient to provide for two (2) ~~injectors~~ **devices** at each district site.

The superintendent will designate personnel at each school site to:

1. Be responsible for obtaining and maintaining an adequate supply of injectors from the district's central office;
2. Ensure appropriate training on the administration of the injectors for designated staff members;
3. Distribute and maintain annual parent/guardian consent forms.

The school district will inform the parent or guardian of each student, in writing, that a school nurse or school employee trained by a healthcare professional may administer, with parent or guardian permission but without a health care provider order, ~~an epinephrine injection~~ to a student whom the school nurse or trained school employee in good faith believes is having an anaphylactic reaction. No employee, except a school nurse or health aide, will be

PARENT/GUARDIAN CONSENT AND WAIVER FOR ADMINISTRATION OF EPINEPHRINE INJECTION

TO: _____ (Administrator) _____ (School)

I am the parent, guardian or legal custodian with legal custody of _____, a minor student attending this school ("Student").

During the school day, the Student may require administration of:

- Epinephrine Injection delivered via any FDA approved epinephrine delivery device

by authorized Stillwater School District ("School District") personnel. I hereby give my consent and authorize the school nurse, school employee trained by a health care professional, employee who has volunteered and successfully completed training to be a care assistant as permitted by law, who believes in good faith Student is experiencing an anaphylactic reaction.

I hereby release and waive any and all claims, liabilities or actions, known or unknown, which Student or I may ever have against school district related to employee administration of medication to Student, including, but not limited to, claims under state or federal laws or regulations. I understand this Consent and Waiver clearly and unequivocally releases the school district from liability for its actions and/or negligence, if any, resulting in illness, injury, disability, or death to Student in any manner during or arising from the administration of the medication. I further understand that Student and I are assuming the risk of any loss, illness, injury, disability or death arising from administration of medication by a school district employee.

I understand that under state law, employees of the school district shall not be liable to Student or me for civil damages for any personal injuries to Student which result from acts or omissions of school district employees.

I understand that under state law before medication can be administered to Student at school, I must do the following:

- 1. Provide the school with this written authorization to administer medication.

I agree to abide by all terms of the school district's policy on administering medicine to students, a copy of which will be given to me upon request. I also understand my obligations under this policy must be fulfilled before the school can administer above medication to my student and that this written authorization is only valid for the current school year and must be renewed every succeeding school year before medication can be administered to Student at school for that school year.

_____ Date

_____ Signature

_____ Address

_____ Parent with legal custody/guardian

_____ Telephone Number(s)

SERVICE OF LEGAL PAPERS ON SCHOOL GROUNDS DURING SCHOOL HOURS

The board of education recognizes the importance the judicial system plays in the United States, and that its employees and students, like other citizens, have a role to play in the administration of justice. The board also recognizes that service of legal papers on its employees or students during the school day can (a) materially disrupt the educational process ~~for both students and staff~~, (b) pose security risks, and (c) adversely affect the conduct of business on district property. Moreover, the delivery of legal documents to a school site, ~~or school employee~~, or student may trigger important timelines and other legal obligations, which if not dealt with in a timely manner, can have serious consequences for the district or the person to whom the document should ultimately be delivered.

Time Limitation and Required Authorizations

To minimize these risks and to create the best possible educational environment, the district will not permit service of legal papers to its employees or students on the grounds of any district property between the workday hours of 7:30 a.m. and 4:30 p.m. In anticipation of service, employees may request written authorization from their building principal to arrange acceptance of service at a time and place which minimizes disruption. In no event may a student or their parent/guardian make arrangements to have legal papers served to the student at school. No person, ~~not~~ authorized to accept service for another individual or the district, may accept service on behalf of the district, board of education and/or the superintendent, or another staff member. In instances in which a staff member has requested service of legal papers at work, the staff member must notify the building principal in writing of the authorization for service ~~absent authorization, may accept service on district property on behalf of another person or entity.~~

Service upon the district, board of education, and/or the superintendent may only be accepted by authorized employees during regular business hours at the district's main administration office, 314 S. Lewis Street, Stillwater, OK 74074. Employees assigned to school or other district sites are NOT authorized to accept service on behalf of the district, board of education, and/or superintendent. Employees must direct the delivery of such purported service to the administration office immediately.

Service of Legal Papers

Persons seeking to serve legal papers, including but not limited to subpoenas or protective orders, on employees or students during the prohibited time or in a prohibited location will, upon request, be advised of this policy and provided a copy or electronic address for the policy. Should an individual seeking to serve legal papers refuse to leave district property after being informed of this policy, or an individual repeatedly violates this policy, the district reserves the right to restrict the individual's access to district property in accordance with OKLA. STAT. tit. 21, §§ 1375-1376, OKLA. STAT. tit. 70 § 24-131.

District employees that are aware of school or student-related proceedings at which they may be called to testify are to notify the administration as soon as possible and coordinate with building principals or other administrators to avoid disruption if they are subpoenaed.

Testimony in Civil Matters

In the event employees are contacted directly by an attorney or any other individual regarding testimony concerning a district or district student matter, they should direct that person to their building principal or other member of the administration for further coordination. This duty to inform and contact the building principal does not apply in instances in which the contacts with the employee concern legal matters personal to the employee, his/her employment, or the employee's child.

STILLWATER BOARD OF EDUCATION

SERVICE OF LEGAL PAPERS ON SCHOOL GROUNDS DURING SCHOOL HOURS (Cont.)

Law Enforcement

Law enforcement personnel seeking to serve legal papers mandated by a court of competent jurisdiction should contact the building principal in advance to arrange an appointment. At that time, the building principal may elect to make the employee available to receive service of process. Unless compelled by law enforcement not to make contact, the building principal or other administrator will attempt to contact the student's parent or guardian before permitting access to the student.

Witness Fee Due District

Pursuant to OKLA. STAT. tit. 28, § 84.1(B), the district shall be paid a witness fee equal to the amount of a substitute teacher cost, not to exceed \$100 any time a district employee is subpoenaed to appear as a witness in a civil court proceeding. Such payment shall be made well in advance of any district employee's attendance at a proceeding.

FERPA/Privacy Compliance

Administrators who become aware of the need for a district employee to testify in a civil proceeding should evaluate the nature of prospective testimony in order to ensure that such testimony will not violate FERPA mandates and/or Oklahoma confidentiality laws. If there are any concerns that an employee's testimony could violate privacy laws (including FERPA), the district's legal counsel should be notified so that appropriate notice can be issued to affected parties.

STANDARDS OF PERFORMANCE AND CONDUCT FOR TEACHERS

Teachers are charged with the education of the youth of this state. In order to perform effectively, teachers must demonstrate a belief in the worth and dignity of each human being, recognizing the supreme importance of the pursuit of truth, devotion to excellence, and the nurturing of democratic principles. In accordance with the referenced statutes, a copy of these standards of performance and conduct will be provided to each teacher.

In recognition of the magnitude of the responsibility inherent in the teaching process and by virtue of the desire for the respect and confidence of their colleagues, students, parents, and the community; teachers are to be guided in their conduct by commitment to students and the profession.

PRINCIPLE I COMMITMENT TO THE STUDENTS

The teacher must strive to help each student realize his or her potential as a worthy and effective member of society. The teacher must work to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the teacher:

1. Shall not unreasonably restrain the student from independent action in the pursuit of learning.
 2. Shall not unreasonably deny the student access to varying points of view.
 3. Shall not deliberately suppress or distort subject matter relevant to the student's progress.
 4. Shall make reasonable effort to protect the student from conditions harmful to learning or to health and safety.
 5. Shall not intentionally expose the student to embarrassment or disparagement.
 6. Shall not on the basis of race, religion, color, national origin, sex, pregnancy, gender, gender expression or identity, disability, genetic information, veteran status, marital status or age, unfairly
 - A. Exclude any student from participation in any program,
 - B. Deny benefits to any students,
 - C. Grant any advantage to any student.
- This includes antisemitism, which is a certain perception of Jews, which may be expressed as hatred toward Jews.**
7. Shall not use professional relationships with students for private advantage.
 8. Shall not disclose information about students obtained in the course of professional service, unless disclosure serves a compelling professional purpose and is permitted or required by law.

STANDARDS OF PERFORMANCE AND CONDUCT FOR TEACHERS (Cont.)

PRINCIPLE II COMMITMENT TO THE PROFESSION

The teaching profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service.

In order to assure that the quality of the services of the teaching profession meets the expectations of the state and its citizens, the teacher shall exert every effort to raise professional standards, fulfill professional responsibilities with honor and integrity, promote a climate that encourages the exercise of professional judgment, achieve conditions which attract persons worthy of the trust to careers in education, and assist in preventing the practice of the profession by unqualified persons.

In fulfillment of the obligation to the profession, the educator:

1. Shall not in an application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications.
2. Shall not misrepresent his/her professional qualifications.
3. Shall not assist entry into the teaching profession of any person known to be unqualified in respect to character, education, or other relevant attribute.
4. Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position.
5. Shall not assist an unqualified person in the unauthorized practice of the teaching profession.
6. Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
7. Shall not knowingly make false or malicious statements about a colleague.
8. Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decision or actions.

PRINCIPLE III

1. Pursuant to the Teacher Due Process Act of 1990, a career teacher may be dismissed or not reemployed for:
 - A. Willful neglect of duty.

STANDARDS OF PERFORMANCE AND CONDUCT FOR TEACHERS (Cont.)

- B. Repeated negligence in performance of duty.
 - C. Mental or physical abuse to a child.
 - D. Incompetency.
 - E. Instructional ineffectiveness.
 - F. Unsatisfactory teaching performance.
 - G. Any reason involving moral turpitude.
2. A career teacher shall not be subject to dismissal or non-reemployment for items A, B, D, E, and F, above unless and until a written admonishment has been issued in accordance with the Teacher Due Process Act or other relevant law.
 3. A probationary teacher shall not be subject to dismissal or non-reemployment for inadequate teaching performance unless or until a written admonishment has been issued in accordance with relevant law.
 4. Temporary teachers, substitute teachers, adult education teachers, and teachers employed in positions fully funded by private or federal grants shall not be protected by the provisions of the Teacher Due Process Act.
 5. A teacher convicted of a felony shall be dismissed or not reemployed unless a presidential or gubernatorial pardon has been issued.
 6. A teacher may be dismissed, refused employment, or not reemployed after a finding that such person engaged in criminal sexual activity or sexual misconduct that has impeded the effectiveness of the individual's performance of school duties:
 - A. "Criminal sexual activity" means the commission of an act defined in Section 886 of Title 21 of the Oklahoma Statutes, which is the act of sodomy; and
 - B. "Sexual misconduct" means the soliciting or imposing of criminal sexual activity (70 O.S. §6-101.22).
 7. A teacher may be dismissed, refused employment, or not reemployed after a finding that such person has, either in the presence of a minor or in a manner that such person has participated in making available to a minor online, engaged in sexual acts, acts that appeal to the prurient interest in sex as found by the average person applying contemporary community standards, or acts that excessively promote sexuality in light of the educational value of the material and in light of the youngest age of any student with access to said material.

REFERENCE: 70 O.S. §6-101.21, et seq.

**SUPPORT PERSONNEL
SUSPENSION, DEMOTION, TERMINATION
OR NONREEMPLOYMENT**

Full-time support personnel, employed by the school district for more than one year (12 months) may only be suspended, demoted, terminated or nonreemployed during the term of his/her contract for the reasons provided in this policy. Support personnel employed by the school district for less than one year (12 months) are subject to be terminated at any time without cause, and they are not entitled to invoke the procedures of this policy.

Definitions

“Support Employee” an employee of the school district who provides those services, not performed by administrators or teachers, which are necessary for the efficient and satisfactory functioning of the school district.

“Full-time Support Employee” shall mean a support employee who regularly works the standard period of labor which is generally understood to constitute full-time employment for the type of services performed by the employee and who is employed by the school district for a minimum of 172 days per year.

“Suspension without pay” shall mean the temporary denial of a support employee’s right to work and receive any pay and other benefits during the term of the suspension. “Suspension without pay” may be as a disciplinary measure or as a suspension pending investigation. If a final decision is made under the procedures stated below that a suspension without pay was improper, the support employee shall receive full pay and other benefits for the period of suspension.

“Suspension with pay” may occur in those situations in which the superintendent or designee, or a supervisor of the support employee perceives a significant hazard in keeping the support employee on the job, in which event the support employee may be asked to immediately leave the school district’s premises and the support employee is temporarily relieved of duties pending a hearing.

“Demotion” shall mean a reduction in pay during the term of the support employee’s contract. “Demotion” shall not mean a change in job description or work assignment or duties.

“Termination” shall mean the discharge of the support employee from his/her employment with the school district during the term of his/her contract and does not include the cessation of employment upon expiration of the support employee’s contract.

“Nonreemployment” shall mean the failure to offer a support employee a new contract for the next successive school year after the contract under which the support employee is presently employed has expired.

Cause for Suspension, Demotion, Termination or Nonreemployment

A support employee may be suspended, demoted, terminated or nonreemployed during the term of his/her contract for any of the following:

- A. Violation of any rule, regulation or requirement issued by the office of the superintendent or board of education; or

Conduct not otherwise specified in the above referenced rules, regulations or requirements which constitutes insubordination, neglect of duty, incompetency in job performance, dishonesty, or causing or allowing damage, destruction or theft of school property, etc.

SUPPORT PERSONNEL-SUSPENSION, DEMOTION, TERMINATION, OR NONREEMPLOYMENT (Cont.)

In addition, “cause” shall also specifically include lack of funds or lack of work.

If the district has received notice of felony investigation into a support employee by a law enforcement agency, the employee shall be placed on administrative leave. If the district does not place a non-certified employee on administrative leave during the time such employee is under investigation by law enforcement for a felony; and that employee is convicted of a felony, pleads guilty to a felony, or pleads nolo contendere to a felony at the conclusion of that investigation; the district shall be given a health and safety deficiency by the State Department of Education.

Procedures for Suspensions without Pay, Terminations and Demotions

Any full-time support employee is subject to disciplinary action in the form of a suspension without pay, demotion or termination. Prior to instituting any such disciplinary action, the employee shall receive the following hearing rights:

- A. The superintendent or designee shall orally advise the employee of the cause or basis for the proposed disciplinary action;
- B. The superintendent or designee shall explain to the employee the evidence against the support employee;
- C. The superintendent or designee shall allow the employee an opportunity to present his/her side of the matter.

After the support employee is afforded the above hearing rights, the superintendent or designee may take any of the following actions:

- A. Suspension without pay for ten (10) working days or less as a disciplinary measure;
- B. Suspension without pay pending investigation as to whether cause exists for the termination of the employee;
- C. Demotion of the employee;
- D. Termination of the employee;
- E. Conclude that no disciplinary action is appropriate.

Investigations, for support employees suspended without pay, must be completed within five (5) working days after the effective date of suspension. The Superintendent or designee shall afford the employee a second hearing with the same hearing rights as set forth above. At the conclusion of the second hearing, the employee shall either be reinstated with back pay and applicable benefits, suspended without pay further as a disciplinary measure (not to exceed a total of 10 working days including the initial days of suspension without pay), demoted or terminated.

The employee shall have the right to appeal to the board a suspension without pay as a disciplinary measure, a demotion or a termination as set forth in the Procedures for Appeal to the Board of Education.

Procedures for Nonreemployment

Prior to being nonreemployed, a full-time support employee who has been employed by the district for more than one (1) year shall be entitled to the following hearing rights:

- A. The board, or the superintendent or designee, shall advise the employee in writing of the board’s intention to consider and act on the nonreemployment of the employee for the subsequent fiscal year;
- B. The written notification shall set out the cause(s) for such action;
- C. The employee shall have the right to contest his/her nonreemployment before the board as set forth in the Procedures for Appeal to the Board of Education.

Procedures for Appeal to the Board of Education

After any suspension without pay as a disciplinary measure, or prior to the effective date of any demotion, or termination during the term of his/her contract or nonreemployment, the support employee shall receive written notice of his/her right to a hearing before the board.

**SUPPORT PERSONNEL-SUSPENSION, DEMOTION, TERMINATION,
OR NONREEMPLOYMENT (Cont.)**

Employees desiring a hearing before the board, must notify the clerk of the board of education within ten (10) working days of the postmark on their written notice. If the employee fails to notify the district within the allotted time, they will have waived their right to a hearing and the decision shall be deemed final. In the case of nonreemployment, the board may take final action to nonreemploy the employee without further notice or hearing rights.

Hearing before the Board of Education

Upon timely notice as set forth above, the support employee shall be entitled to a hearing before the board. The hearing shall be conducted at the next, or next succeeding, regularly scheduled meeting of the board if the request for the hearing was received at least ten (10) days prior to the next, or next succeeding, regularly scheduled board meeting. At the request of the employee or at the discretion of the board, the board shall call a special meeting to conduct the requested hearing. The special meeting shall be held no earlier than ten (10) days nor later than thirty (30) days after receipt of the employee's request.

At the hearing before the board, the employee shall be entitled to be represented by counsel, to cross-examine witnesses presented by the school district, to present witnesses on his/her behalf and to present any relevant evidence or statement which the employee desires to offer. The hearing shall be conducted in open session. The hearing shall commence with a statement to the employee of his/her rights at the hearing. Following this statement, the administration shall present facts showing the cause for the employee's suspension without pay as a disciplinary measure, demotion, termination or nonreemployment. The burden of proof shall be upon the administration. The employee shall then have the right to present his/her side of the matter. After both the administration and the employee have fully presented their respective positions, the board shall deliberate on the evidence in executive session. The board shall announce its findings and decision immediately in open session by individual voice vote. The decision shall be made by a majority of the board members present at the meeting.

As to suspension as a disciplinary measure, demotion or termination, the board may affirm, modify or reverse the action taken against the employee, including increasing or decreasing the severity of the original action. As to nonreemployment, the board may reemploy or nonreemploy the employee for the subsequent fiscal year.

The decision of the board at the hearing shall be final and non-appealable.

Causes for Suspension, Demotion, Termination or Nonreemployment

In accordance with Title 70 of the Oklahoma Statutes, Sections 6-101.40 through 6-101.47, the board hereby adopts the following causes for suspension, demotion, termination, or nonreemployment of support personnel.

1. Leaving workstation without authorization prior to lunch periods or end of workday
2. Excessive unexcused absenteeism
3. Chronic absenteeism for any reason
4. Failure to be at workstation at starting time or excessive tardiness
5. Persistently wasting time, loitering or distracting others during working hours

**SUPPORT PERSONNEL-SUSPENSION, DEMOTION, TERMINATION,
OR NONREEMPLOYMENT (Cont.)**

6. Leaving work area during working hours without proper notification and permission
7. Falsification of personnel or other records (personal or another employee's records)
8. Possession of weapons on school premises, in school vehicles or while on duty
9. Removing district property, records, or confidential information from premises without proper authority
10. Willful abuse, misuse, defacing, or destruction of district property, including tools, equipment, or other property of other employees
11. Theft or misappropriation of property of employees, students, or this district
12. Sabotage
13. Refusal to follow instructions of supervisor
14. Refusal or failure to do assigned work
15. Unauthorized operation of vehicles, machines, tools, or equipment
16. Threatening, intimidating, coercing, or interfering with employees, supervisors, or students at any time
17. The making or publishing of false, vicious, or malicious statements concerning any employee, supervisor, student or the district
18. Creating or contributing to unsanitary conditions
19. Practical jokes injurious to employees or district property
20. Possession, consumption, or reporting to work under the influence of beer, alcoholic beverages, nonprescribed drugs, or controlled substances
21. Creating disturbances on the premises at any time
22. Disregard of known safety rules or common safety practices
23. Unsafe operation of motor driven vehicles
24. Operating machines or equipment without safety devices provided

Participating in or witnessing without reporting gambling, lottery, or any other game of chance on district property

**SUPPORT PERSONNEL-SUSPENSION, DEMOTION, TERMINATION,
OR NONREEMPLOYMENT (Cont.)**

26. Unauthorized distribution of literature, written, or printed matter of any description on district property
27. Posting or removing notices, signs, or writing in any form on bulletin boards of district property at any time without specific authority of the administration
28. Poor workmanship
29. Immoral conduct or indecency including abusive or foul language
30. Making or receiving excessive personal telephone calls, texting, or use of social media during working hours
31. Walking off the job
32. Continued poor or negative attitude while on the job, including poor relationship with other staff or students
33. Smoking, chewing or any other use of tobacco or tobacco/smoking paraphernalia or products that simulate smoking, while on, in, or upon any school property
34. Failure to dress appropriately for work assignment
35. Refusal of job transfer within the district when transfer does not result in demotion
36. Abuse of rest periods or meal period policies
37. Inappropriate or unauthorized use of the school district's computer network or Internet connections
38. Insubordination of any kind
39. Racial discrimination, including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another employee, a student or a visitor. **This includes antisemitism, which is a certain perception of Jews, which may be expressed as hatred toward Jews.**
40. Violation of any district rule, regulation or policy
41. Violation of any administrative rule or order
42. If it is in the best interest of the school district, any support person may be suspended, demoted, terminated, or nonreemployed

Violations of any of the above may lead to suspension, demotion, or termination of the support employee.

**SUPPORT PERSONNEL-SUSPENSION, DEMOTION, TERMINATION,
OR NONREEMPLOYMENT (Cont.)**

The school district shall not take disciplinary action against support employees for:

- 1. Disclosing public information to correct what the support employee reasonably believes evidences a violation of the Oklahoma Constitution or law or a rule promulgated pursuant to law;**
- 2. Reporting a violation of the Oklahoma Constitution or state or federal law; or**
- 3. Taking any of the above action without giving prior notice to the support employee’s supervisor or anyone else in the relevant chain of command.**

**REFERENCE: 70 O.S. §6-101.40, et seq.
Accreditation Standard 210:35-3-86**

CROSS-REFERENCE: Policy DC, Employment Practices

STUDENT DISCIPLINE

General Expectations

The board of education recognizes that students do not surrender any rights of citizenship while in attendance at Stillwater Public Schools. The school is a community with rules and regulations. Those who enjoy the rights and privileges it provides must also accept the responsibilities that inclusion demands, including respect for and obedience to school rules.

The district believes that every instance of wrongdoing and conflict is an opportunity for learning. The district supports the concept that discipline for violation of a school policy, rule, or regulation should not detract from the learning experience for the student when possible. Before the student is removed from school or the classroom for violation of a school policy, rule, or regulation, alternative discipline such as loss of privileges, closed campus, loss of computer access, loss of parking privileges, after-school detention, and Saturday school may be used. However, the use of out-of-school and/or in-school placement options may be used even for a student’s first offense or violation. Corporal punishment may not be administered as a method to correct student behavior or to maintain order and discipline in the school.

Discipline Code

Standards of behavior for all members of society are generally a matter of common sense. The following examples identify behavior that is unacceptable in society generally and in a school environment particularly. These examples are not intended to be exhaustive, and the exclusion or omission of a particular unacceptable behavior is not an endorsement or acceptance of such behavior. When in the judgment of a teacher or administrator a student is involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

The following behaviors at school, while on school vehicles, or going to or from, or attending school events will result in disciplinary action, which may include in-school placement options or out-of-school suspension:

1. Arson;
2. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, religion, ancestry, national origin, disability, gender, or sexual orientation by making or transmitting or causing or allowing to be transmitted, any telephonic, computerized, or electronic message;
3. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, religion, ancestry, national origin, disability, gender, or sexual orientation by broadcasting, publishing, or distributing or causing or allowing to be broadcast, published, or distributed, any message or material;
4. Cheating;
5. Conduct that threatens or jeopardizes the safety of others;
6. Cutting class or sleeping, eating, or refusing to work in class;
7. Disruption of the educational process or operation of the school;
8. Extortion;
9. Failure to attend assigned detention, alternative school, or other disciplinary assignment without approval;
10. Failure to comply with state immunization requirements;
11. False reports or false calls;
12. Fighting;

STUDENT DISCIPLINE (Cont.)

13. Forgery;
14. Gambling;
15. Harassment, intimidation, and bullying;
16. Hazing (initiations) in connection with any school activity;
17. Immorality;
18. Inappropriate attire;
19. Inappropriate behavior or gestures;
20. Inappropriate public behavior;
21. Inappropriate use of a wireless telecommunication device;
22. Indecent exposure;
23. Intimidation or harassment because of race, color, religion, ancestry, national origin, disability, gender, or sexual orientation, including but not limited to (a) assault and battery; (b) damage, destruction, vandalism, or defacing any real or personal property; or (c) threatening, by word or act, the acts identified in (a) or (b); **this includes antisemitism, which is a certain perception of Jews, which may be expressed as hatred toward Jews.**
24. Obscene language;
25. Physical or verbal abuse;
26. Plagiarism;
27. Possession of a caustic substance;
28. Possession or distribution of obscene materials;
29. Possession, threat, or use of a dangerous weapon and related instrumentalities (i.e., bullets, shells, gunpowder, pellets, etc.);
30. Possession, use, distribution, sale, conspiracy to sell or possess, or being in the chain of sale or distribution, or being under the influence of alcoholic beverages, low-point beer (as defined by Oklahoma law, i.e., 3.2 beer). and/or controlled substances;
31. Possession of illegal and/or drug related paraphernalia;
32. Profanity;
33. Sexual or other harassment of individuals including, but not limited to, students, school employees, volunteers;
34. Theft/stealing;
35. Threatening behavior (whether involving written, verbal, or physical actions);
36. Truancy/unexcused tardiness;
37. Use or possession of tobacco in any form;
38. Use or possession of missing or stolen property if property is reasonably suspected to have been taken from a student, a school employee, or the school;
39. Using racial, religious, ethnic, sexual, gender, or disability-related epithets;
40. Vandalism;
41. Violation of the board of education policies, rules, or regulations or violation of school rules and regulations;
42. Vulgarity;
43. Willful damage to school property;
44. Willful disobedience of a directive of any school official;

In addition, conduct occurring outside of the normal school day or off school property that has a direct negative effect on the discipline or educational process or effectiveness of the school may also result in disciplinary action, which may include in-school placement options or out-of-school suspension.

STUDENT DISCIPLINE (Cont.)

REFERENCE: 10 O.S. §7115
70 O.S. §6-114
70 O.S. §24-101.3

CROSS-REFERENCE: Policy FOD, Suspension and Other Discipline of Students
Policy FNF, Search of Students

THIS POLICY REQUIRED BY LAW.

**EXHIBIT A
PERSONNEL RECOMMENDATIONS
STILLWATER PUBLIC SCHOOLS
September 9, 2025**

A. CERTIFIED PERSONNEL

APPOINTMENT - 25 O.S. §307(B)(1)

Extra-Duty Stipend for the 2025-2026 School Year Subject to the Execution of an Extra-Duty Contract

<u>Name</u>	<u>Job Title</u>	<u>Site</u>	<u>Amount</u>
Annan, Abena	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	\$25.00/hour
Campbell, Amy	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	25.00/hour
Elfeel, Soha	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	25.00/hour
Fox, Patricia	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	25.00/hour
Hutchens, Karyn	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	25.00/hour
Jimenez, Rebekah	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	25.00/hour
Kuhbänder, Anne	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	25.00/hour
Moukaddem, Maya	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	25.00/hour
Noden, Myra	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	25.00/hour
Richards, Andrea	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	25.00/hour
Stirling-Durrant, Melissa	EL Family Engagement Activities - Open Doors Source of Funding: Federal; Not to exceed 12 hours	DW	25.00/hour
Annan, Abena	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour
Campbell, Amy	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour
Elfeel, Soha	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour
Fox, Patricia	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour
Hutchens, Karyn	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour
Jimenez, Rebekah	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour
Kuhbänder, Anne	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour
Moukaddem, Maya	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour
Noden, Myra	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour
Richards, Andrea	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour
Stirling-Durrant, Melissa	EL Program, PD & Instructional Planning Source of Funding: Federal; Not to exceed 16 hours	DW	25.00/hour

Anderson, Janet	SPED Instructional Coach Source of Funding: SPED; Not to exceed 160 hours	DW	25.00/hour
Rivera, Tanner	Noon Monitor Source of Funding: General Fund	HS	2000.00
Linsenmeyer, Karie	Mowing Couch Field Softball Source of Funding: Activity Fund	HSA	2500.00
Harmon, Hayden	Coordinator of Strength Performance (Summer) Source of Funding: Activity Fund	HSA	7500.00
Harmon, Hayden	Coordinator of Strength Performance (Days Outside Contract) Source of Funding: Activity Fund	HSA	7500.00
Patzkowski, Randy	Planning Period Forfeiture Source of Funding: General Fund	HSA	5336.63
Tidwell, Elizabeth	Planning Period Forfeiture Source of Funding: General Fund	HSA	7398.13
Knott, Angela	Planning Period Forfeiture Source of Funding: General Fund	HSA	10370.04
Palmatary, Rebecca	Robotics Coach Source of Funding: General Fund	HS	500.00
Stirling-Durrant, Melissa	World Cultures Club Sponsor Source of Funding: General Fund	JH	250.00
Nance, James	Animals in the Classroom Source of Funding: Federal; Not to exceed 4 hours	HS	25.00
Frost, Lora	OSDE Special Education Compliance Reviewer Source of Funding: SPED; Not to exceed 160 hours	DW	25.00/hour
Lawson, Maureen	SPED Instructional Coach Source of Funding: SPED; Not to exceed 160 hours	DW	25.00/hour
Zimmerman, Josh	Prevention Grant Site Leads Source of Funding: Prevention Grant	DW	1,000.00
Brien, Susan	Prevention Grant Site Leads Source of Funding: Prevention Grant	DW	1,000.00
Morton, Krissi	Prevention Grant Site Leads Source of Funding: Prevention Grant	DW	1,000.00
Baustert, Jennifer	Prevention Grant Site Leads Source of Funding: Prevention Grant	DW	1,000.00
Deliyiannis, Sarah	Prevention Grant Site Leads Source of Funding: Prevention Grant	DW	1,000.00
McSpadden, Leslie	Prevention Grant Site Leads Source of Funding: Prevention Grant	DW	1,000.00
Deason, Emily	Prevention Grant Site Leads Source of Funding: Prevention Grant	DW	1,000.00
Morrison, Amanda	Prevention Grant Site Leads Source of Funding: Prevention Grant	DW	1,000.00
Lukas, Mika	Prevention Grant Site Leads Source of Funding: Prevention Grant	DW	1,000.00

Appointment for 2025-2026 School Year

*TBA

Education: Bachelors, Oklahoma State University
Assignment: 1.000 FTE, Special Education, Stillwater Middle School
Beginning Date: TBD

*TBA

Education: Masters, Oklahoma State University
Assignment: 0.52 FTE, ELL Teacher, Sangre Ridge Elementary School
Beginning Date: TBD

*TBA
 Education: Masters, Mid American Christian University
 Assignment: 1.000 FTE, 4th Grade Teacher, Will Rogers Elementary
 Beginning Date: TBD

*TBA
 Education: Masters, Oklahoma State University
 Assignment: 1.000 FTE, Teacher, Stillwater High School
 Beginning Date: TBD

*TBA
 Education: Masters, Southwestern Oklahoma State University
 Assignment: 1.000 FTE, Psychologist, Stillwater Public Schools
 Beginning Date: TBD

Appointment Pursuant to Change in Contract for School Year 2025-2026

Fluty, Sage
 Assignment: 1.000 FTE, 1st Grade Teacher, Richmond Elementary School
 Beginning Date: TBD
 Contract Days: 180
 Was Pre K Teacher at Highland Park Elementary 2024-2025

Hutchens, Karyn
 Assignment: 1.000 FTE, Instructional Coach, Highland Park Elementary School
 Beginning Date: TBD
 Contract Days: 185
 Was ELL Teacher at Sangre Ridge Elementary 2024-2025

Allen, Samantha
 Assignment: 1.000 FTE, Instructional Coach, Stillwater Junior High School
 Beginning Date: TBD
 Contract Days: 185
 Was Science Teacher at Stillwater Junior High School 2025-2026

B. SUPPORT PERSONNEL

APPOINTMENT - 25 O.S. §307(B)(1)

Appointment for the 2025-2026 School Year

<u>Name</u>	<u>Job Title</u>	<u>Site</u>	<u>Amount</u>
*TBA	PALS Teacher Assistant	PALS	\$12.00/hour
*TBA	Bus Driver	TR	16.57/hour
*TBA	Library Media Assistant	WW	15.35/hour
*TBA	Attendance Monitor	SHS	13.37/hour
*TBA	Noon Monitor	WW	11.21/hour
*TBA	Kitchen Assistant I	SNS	14.61/hour
*TBA	Paraprofessional I	SMS	14.17/hour
*TBA	Paraprofessional I	SMS	13.95/hour
*TBA	Office Assistant- Health Care	SK	14.13/hour
*TBA	Custodian I	FAC	13.37/hour
*TBA	Custodian I	FAC	13.50/hour
*TBA	Paraprofessional I	SK	14.06/hour

*TBA	Pioneer PALS Academic Coach	HP	25.00/hour
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Appointment Pursuant to Change in Contract for School Year 2025-2026

<u>Name</u>	<u>Job Title</u>	<u>Hours</u>	<u>Site</u>	<u>Amount</u>
Welch, Jasmine	Bus Driver	6.00	TR	\$16.57/hour
To	Bus Driver Substitute		TR	16.57/hour
Mullon, Edgar	Warehouse Assistant	6.00	SNS	15.89/hour
To	Kitchen Assistant Substitute		SNS	13.98/hour
Brewer, Miranda	Teacher Asst-Pre K	7.00	RI	15.89/hour
To	Teacher Asst-Academic & Behavioral Support	7.00	RI	15.89/hour
Sharp, Rebekah	Paraprofessional I	7.00	RI	15.47/hour
To	Teacher Asst-Pre K	7.00	RI	15.35/hour

Extra-Duty Stipend for the 2025-2026 School Year Subject to the Execution of an Extra-Duty Contract

<u>Name</u>	<u>Job Title</u>	<u>Site</u>	<u>Amount</u>
Jones, Leonard	Assistant Track	JHA	\$2,000.00
	Source of Funding: Activity Fund		

RESIGNATION - 25 O.S. §307(B)(1)

Resignation/Retirement

<u>Name</u>	<u>Job Title</u>	<u>Hours</u>	<u>Site</u>	<u>Effective</u>
McNabb, Clowey	Bus Aide	6.00	TR	5/21/2025
Denison, Amanda	Paraprofessional	7.00	RI	5/21/2025
Bumpas, Daisy	Receptionist	7.50	SMS	9/11/2025
Patterson, Thomas	Custodian	8.00	FAC	8/29/2025
Gallegos, Gary	Kitchen Assistant	6.00	SNS	8/27/2025
Gallegos, Sheena	Kitchen Assistant	6.00	SNS	8/27/2025

C. ADMINISTRATIVE PERSONNEL

APPOINTMENT - 25 O.S. §307(B)(1)

Extra-Duty Stipend for the 2025-2026 School Year Subject to the Execution of an Extra-Duty Contract

<u>Name</u>	<u>Job Title</u>	<u>Site</u>	<u>Amount</u>
Fuxa, Barry	Prevention Grant Site Leads	DW	\$1,000.00
	Source of Funding: Prevention Grant		
Jackson, Jackie	Prevention Grant Site Leads	DW	1,000.00
	Source of Funding: Prevention Grant		
Hayes, Johnna	Prevention Grant Site Leads	DW	1,000.00
	Source of Funding: Prevention Grant		
Treat, Carl	Prevention Grant Site Leads	DW	1,000.00
	Source of Funding: Prevention Grant		

D. SUBSTITUTES

APPOINTMENT - 25 O.S. §307(B)(1)

Bus Driver Substitute

*TBA

Kitchen Assistant Substitute

*TBA

Teacher Substitute

*TBA	*TBA	*TBA
*TBA	*TBA	*TBA
*TBA	*TBA	*TBA
*TBA	*TBA	*TBA
*TBA	*TBA	*TBA
*TBA	*TBA	*TBA
*TBA	*TBA	*TBA
*TBA	*TBA	*TBA
*TBA	*TBA	*TBA
*TBA	*TBA	*TBA

E. EXTRA DUTY STIPENDS

APPOINTMENT - 25 O.S. §307(B)(1)

Extra-Duty Stipend for the 2025-2026 School Year Subject to the Execution of an At-Will Contract

<u>Name</u>	<u>Job Title</u>	<u>Site</u>	<u>Amount</u>
*TBA	Assistant Pom Coach Source of Funding: Athletics	JHA	\$1,000.00
*TBA	Fall Color Guard Assistant Choreographer Source of Funding: Stillwater Pioneer Band Boosters	HS	1000.00
*TBA	Fall Color Guard Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	800.00
*TBA	Fall Color Guard Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	700.00
*TBA	Fall Color Guard Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	750.00
*TBA	Fall Color Guard Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	1000.00
*TBA	Color Guard Summer Training Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	300.00
*TBA	Color Guard Summer Training Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	200.00
*TBA	Color Guard Summer Training Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	200.00
*TBA	Color Guard Summer Training Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	250.00
*TBA	Color Guard Summer Training Director Source of Funding: Stillwater Pioneer Band Boosters	HS	1500.00
*TBA	Winter Color Guard Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	1800.00
*TBA	Winter Color Guard Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	200.00
*TBA	Winter Color Guard Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	500.00
*TBA	Winter Color Guard Assistant Source of Funding: Stillwater Pioneer Band Boosters	HS	1000.00

*TBA	Visual Assistance - Band Source of Funding: Stillwater Pioneer Band Boosters	HS	500.00
*TBA	Visual Assistance - Band Source of Funding: Stillwater Pioneer Band Boosters	HS	500.00
*TBA	Band Drill Writer Source of Funding: Stillwater Pioneer Band Boosters	HS	9500.00
*TBA	Guitar Club Instructor Source of Funding: Activity Fund; Not to exceed 29 hours	LA	25.00/hour
*TBA	Mowing Couch Field Baseball Source of Funding: Activity Fund	HSA	5,000.00
*TBA	Special Events Coordinator Source of Funding: Activity Fund	HSA	5,000.00