



AGENDA

Mustang Board of Education Regular Meeting

Monday, July 16, 2018 at 6:00 PM

Canyon Ridge Intermediate School Cafeteria, 3600 S Sara Road, Yukon ,
Oklahoma 73099

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Independent School District Number I-069 of Canadian County, Oklahoma will hold a Mustang Board of Education Regular Meeting on Monday, July 16, 2018 at 6:00 PM. The place and street of the meeting will be Canyon Ridge Intermediate School Cafeteria, 3600 S Sara Road, Yukon , Oklahoma 73099.

The Board of Education may discuss, make motions, and vote upon all matters appearing on this agenda. Such votes may be to approve, reject, table, reaffirm, rescind, or take no action on any agenda matter.

A. Flag Salute

B. Roll Call (may be silent)

C. Superintendent's Report

1. Special Board Meeting - Tuesday, July 24th @ 5:30 p.m. at Canyon Ridge Intermediate.
2. Back to School Kick-off Celebration - Monday, August 13th at 7:15 a.m. at HS Commons.
3. CCOSA/OSSBA Education Leadership Conference - August 24-26, 2018 at Cox Convention Center.
4. MPS Athletic Inaugural Hall of Fame Banquet - Saturday, August 25, 2018 at Event Center at 6:00 p.m.
5. Construction Update
6. HVAC Update
7. Board Correspondence

D. Board Reports

E. Standing and Financial Resolutions

1. Chief Financial Officer Report

- a. Vote to approve or not approve the Schedule of Encumbrances and Monthly Reports:

- F. Public Participation

- G. Consent Agenda

1. Board of Education Minutes

- a. June 11th, 2018 Regular
 - b. June 18, 2018 Special

2. Transfer of Funds

- a. Transfer from Transportation Activity Account #878 to Admin Activity Account #939 in the amount of \$106.72 for reimbursement for retirement bells.
 - b. Transfer from Leadership Activity Account #820 to Athletics Activity Account #803 in the amount of \$350.00 for sponsorship of 1 table (ten seats) for board members and admin for the Athletic Hall of Fame Banquet on August 25, 2018.
 - c. Transfer from Trails Activity Account #870 to Riverwood Activity #819 in the amount of \$3,436.56 for start up account to represent percentage of students from Trails transferring to Riverwood.

3. Out of State or Overnight Travel

- a. Approval for the following four (4) teachers to attend the 2018 National Energy Conference for Educators in Galveston, TX on July 8-12, 2018. Trip is sponsored by OG&E/Cleareresults.
 - b. Approval for Paula Balch, personnel specialist to attend Frontline Time and Attendance (time-clock) conference in Dallas, TX on July 17-19, 2018. Expenses paid with HR budget.
 - c. Approval for three (3) Creek teachers, Terri Story, Jaquita Martin and Savannah King to attend the Early Childhood Conference in Grapevine, TX on July 25-27th, 2018. Expenses paid by Title 1 (511) program.
 - d. Approval for Bronco Club Director, Kris Green to attend the Early Childhood Conference, July 25-27, 2018 in Grapevine, TX. Expenses paid by Bronco Club (988) program.

4. Revision of policy and procedures:
 - a. Policy #1096 Section 504/Title IX Student/Parent Grievance Procedures
5. Approval of Open Transfer requests to attend MPS for the SY18-19 school year, as listed:
6. Approval of Bronco Club Parent Handbook for SY2018-2019.
7. Approval of OG&E Easement for the new middle school athletic facilities.
8. Renewal and Ratification of Agreements/Contracts for Fiscal Year 2018-2019.
 - a. Renewal of one year annual service for Stratus Audio Inc. to serve as district translation service for employee/school/parent communication. Minimum \$50 per month, paid with general funds.
 - b. Renewal of agreement with the State of Oklahoma Department of Rehabilitation Services for Transition Work Adjustment Training Program. Paid with federal funds.
 - c. Renewal of agreement with Ellevation to serve as administrative and data system for ELL student data from October 2018-June 2019. All costs of the service will be paid with ELL 572 funds in the amount of \$3,750.00.
 - d. Renewal of contract with Speech Pathway, LLC to provide educational consultant services of students who present needs in the area of speech/language impairments. Expenses paid out of Federal Funds.
 - e. Renewal of agreement with Oklahoma Family Counseling in the amount of \$100,000.00 to provide services for up to 24 students in grades 1-8 for Bronco Academy. Expenses paid out of general funds.
 - f. Renewal of agreement with Mustang Treatment Center (MTC) to provide two (2) FTE certified teachers for educational instruction as required by OSDE and MPS for residents at MTC.
 - g. Renewal of contract with SmartEdTech Platforms Solutions for application management system and activity bundle for a maximum of 100 active student profiles. Paid with federal funds.
 - h. Renewal of contract with Putnam City Public Schools for an IEP service agreement for PCPS to serve students who are identified as deaf. Paid with federal funds.

- i. Renewal of service agreement with ImageNet Consulting, LLC that provides annual software support and replacement of specific hardware and systems to maintain our special education records database in the amount of \$1,463.98. Expenses paid with federal funds.
 - j. Renewal of contract with Oklahoma Family Counseling Services to provide a variety of counseling services and PASS-B (Promoting Appropriate School and Social Behaviors) services kindergarten through 12th graders in the amount of \$86,248.00, expenses are paid as a three way split between general budget/special education and alternative education budget.
 - k. Renewal of agreement with Duncan's Exterminating for general pest and rodent control for 14 cafeterias and food service warehouse in the amount of \$455.00 per month.
 - l. Renewal of agreement with Massco Co. for products, chemical company for 14 district kitchens in the amount of \$30,000.00.
9. Approval of the following Child Nutrition bids as follows:
- a. Prime Vendor bid to Ben E Keith in the amount of \$1,285,191.67.
 - b. Produce bid to Buddy's Produce in the amount of \$92,585.50.
 - c. Bread bid to Bimbo Bakeries in the amount of \$24,258.00.
 - d. Dairy Bid to Hiland Dairy in the amount of \$336,930.50.
10. Awarding of bid for New Middle School #3 presented by Crossland Construction: Sod Detention Pond to Precure in the amount of \$30,800.00.
11. Approval of the following Crossland Change Orders on the HS Tennis Complex. This will be a total decrease to the construction contingency in the amount of \$3,743,26.
- a. CO#6 - Add Valve at SE corner - \$1,643.26
 - b. CO#7 - Add Dowels to PT Slab - \$2,100.00.
12. Approval of the following Crossland Change Orders on Intermediate #3/Meadow Brook. This will be a total decrease to the contingency in the amount of \$107,751.98.
- a. CO#40 - ASI#13 - Approaches and Weirs - \$71,392.00
 - b. CO#64 - ASI#16 and #17 - Plumbing - \$3,722.40

- c. CO#65 - ASI#16 and #17 - HVAC - \$10,348.80.
 - d. CO#66 - ASI#16 and #17 - Electrical - \$9,328.80
 - e. CO#67 - Add Mixing Valves - \$1,320.00.
 - f. CO#68 - ASI#17 Millwork - \$5,550.04
 - g. CO#69 - Wall Pads on South Gym Wall - \$970.00
 - h. CO#70 - Atmospheric Vacuum Breakers - \$965.50
 - i. CO#71 - Remove Rye - CREDIT (\$6,720.00).
 - j. CH#72 - Inspector Changes - \$1,744.44.
 - k. CO#74 - RFC#10, Canopies Red - \$600.00.
 - l. CO#75 - RFT#09, ASI#17 Paint - \$1,595.00
 - m. CO#76 - Red at Classrooms - \$6,935.00
13. Approval of the following Crossland change orders on the New Elementary #8/Riverwood: This will be a total decrease to the contingency in the amount of \$211,694.45.
- a. CO#60 - Install new Kitchen KEH-3 - \$10,819.20
 - b. CO#61 - Provide water & install P-11B and p-8c - \$4,057.87
 - c. CO#62 - Life Skills Room Added appliances - \$16,043.32
 - d. CO#63 - Demo and replace drywall in Life Skills Room 101A - \$867.00
 - e. CO#64 - Repair drywall & repaint affected areas - \$1,256.35
 - f. CO#65 - Life Skills, PCO#9065 - \$4,180.00
 - g. CO#66 - Ceiling Tile credit - CREDIT (\$3,458.00)
 - h. CO#67 - Sidewalk ramp/curb and gutter - \$5,386.00
 - i. CO#68 - Mech. Observation credit - (\$2,246.80)
 - j. CO#69 - PD permit work - \$183,519.51

- k. CO#70 PD permit work - CREDIT (\$8,730.00)
- 14. Approval of the following Crossland change orders on the new Transportation/warehouse: This will be an increase to the contingency in the amount of \$10,755.00.
 - a. CO#13 - Southwest Drywall - Framing and Plywood - \$3,800.00
 - b. CO#14 - Paint VE - Wiljo Interiors - CREDIT (\$14,555.00)
- 15. Approval of the following Crossland change orders on the HS Soccer improvements: This will be a total decrease to the contingency in the amount of \$660.31.
 - a. CO#12 - Addition of Aluminum Storefront which was not bid - \$2,729.00
 - b. CO#13 - Total Demo, site demolition done by other - CREDIT (\$6,242.00)
 - c. CO#14 - G&P Utilities, City Meter per RFI002 - \$1,400.00.
 - d. CO#15 - G&P (Plumbing) Relocate RR Hosebibbs - \$2,172.23.
 - e. CO#18 - Baker Bros. Light fixtures per RFI#013 - \$601.08.
- 16. Approval of the following Crossland change orders on the New Middle School #3. This will be a total decrease to the contingency in the amount of \$226,668.55.
 - a. CO#1 - ASI#4 - Storm sewer and public water changes - \$24,532.12
 - b. CO#2 - ASI#4 - 8' Fireflow meter vault deduct - CREDIT (\$54,728.91)
 - c. CO#3 - ASI#4 - 6' Fireflow Meter Vault deduct - CREDIT (\$35,198.32)
 - d. CO#4 - ASI#4 - Concrete Sidewalk - \$26,100.00
 - e. CO#5 - ASI#4 - Install new kitchen KH-6 - \$12,621.25
 - f. CO#6 - ASI#4 - Electrical & Fire Alarm System - \$3,050.00
 - g. CO#8 - ASI#2 - Steel Modifications - \$825.00
 - h. CO#9 - ASI#4 - Removed Millwork - CREDIT (\$2,970.00)
 - i. CO#10 - Wet cure SOG & SOD - \$24,859.43
 - j. CO#11 - Kight Partner, Soil Stabilization for West Access Road - \$138,900.00

- k. CO#12 - Kight Partner, Soil Stabilization for Building Pad - \$87,378.00
 - l. CO#14 - 001 PCO#9014, CEI, Sump Hole & Rock - \$3,699.98
 - m. CO#15 - 002 PCO#9015, Sportscon, Electric Heights Adjuster - CREDIT (\$2,400.00)
17. Approval of the following Crossland change orders on the CRI band room addition. This will be a total decrease to the contingency in the amount of \$832.96.
- a. CO #1- Construction Manager Fee Adjustment, return unused funds from construction contingency - CREDIT (\$2,900.19)
 - b. CO#3 - Concrete per RFI 19 - \$216.75 Electrical per RFI 31R - \$418.00 Paint per ASI #2 - \$150.00 Concrete per ASI #2 - \$714.76
 - c. CO#4 - *Ceiling rework for projector screen- \$310.00 *Electrical for projector screen relocated- \$300.00 *Scissorlift for projector screen - \$673.64 *Exit light restocking fee - \$100.00 *U-channel for jambs - \$850.00
18. Approval of the Crossland Change Order #2 on the New HS Science Academy: This will be a total increase to the construction contingency in the amount of \$(4,299.00).
- a. CO#2 - VE Floor Boxes - KL Bradley - CREDIT (\$4,299.00)

H. Business

- 1. The Board will consider and may vote to approve the agreement with Medley Material Handling for the maintenance for all district forklifts, sky lifts for the SY18-19. Renewable annually in the amount of \$812.50 per quarter.
- 2. The Board will consider and may vote to approve the resignation of MPS Board member Dr. Jim Davis effective June 18, 2018 for Seat 1 and declaring the seat vacant.

I. New Business

- J. Executive Session: The Board of Education will consider and may vote to convene in Executive Session.
 - 1. Proposed executive session to discuss the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of an employee. 25 O.S. Section 307(B)(1).
 - a. Schedule 'A'

- b. Schedule 'B'
 - c. Interim Superintendent Contract
- 2. Proposed executive session to discuss the purchase or appraisal of real property. 25 O.S. Section 307(B)(3).
- K. Acknowledge Return to Open Session
- L. Vote to approve or not approve the Superintendent's Recommendation concerning employment as listed on Schedule "A".
- M. Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "B".
- N. Vote to approve the purchase of 1024 S Snyder Drive, Mustang, OK in the amount of \$86,000.00.
- O. Vote to approve or not approve the Interim Superintendent contract.
- P. Vote to approve or not approve the resignation of board member Chad Fulton, Board Seat #5 and declaring the seat vacant effective July 31, 2018.
- Q. Adjournment



Board of Education
Special Board Meeting Minutes
June 18, 2018 @ 6:30 PM
Mustang Administration Building
906 S Heights Drive, Mustang, OK 73064

AUTHORITY OF THE BOARD OF EDUCATION

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Independent School District I-069 of Canadian County, Oklahoma held a Special Meeting on Monday, June 18, 2018 at 6:30 PM. The place and street of the meeting was the Mustang Administration Building, 906 S Heights Drive, Mustang, OK 73064.

Notice of this meeting was given to the County Clerk of Canadian County, Oklahoma at least forty-eight (48) hours prior to such meeting, and public notice of this meeting, with an agenda posted in prominent view at the Mustang Administration Building, 906 S Heights Drive, Mustang, Oklahoma, at least twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

Board President, Chad Fulton called the meeting to order at 6:30 p.m. with Jeff Landrith, Stacy Oldham and Chad Schroeder

Presentation from Dr. Shawn Hime from OSSBA. Discussion.

Updated Attendance:

Dr. Jim Davis was updated to present at: 6:38 PM

On a motion by Jeff Landrith and a second by Stacy Oldham, the board voted to convene in Executive Session at 7:01 p.m.

1. Oklahoma Statutes Title 25, Section 307(B)(1): Discuss employment, hiring, appointment, promotion, demotion, disciplining, or resignation of an employee.

<u>aye</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Oldham	Schroeder	Landrith	Fulton

On a motion by Jim Davis and a second by Stacy Oldham, the board returned to open session at 8:27 p.m.

<u>aye</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Oldham	Schroeder	Landrith	Fulton

Board Clerk, Chad Schroeder stated that all 5 board members were in executive session along with Shawn Hime, Stephanie Hyder from OSSBA and Nancy McKay and Charles Bradley and employment was discussed and no action was taken.

On a motion by Jim Davis and a second by Chad Schroder, the Board voted to name Deputy Superintendent Charles Bradley as interim Superintendent.

<u>aye</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Oldham	Schroeder	Landrith	Fulton

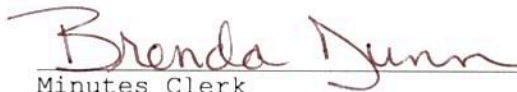
On a motion by Jim Davis and a second by Stacy Oldham, the board voted to hire OSSBA for Superintendent search service.

<u>aye</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Oldham	Schroeder	Landrith	Fulton

Board member, Jim Davis addressed the board with the statement that he was stepping down from the board for Ward 1 as of June 18th, 2018.

On a motion by Jeff Landrith and a second by Chad Schroeder, the board voted to adjourn at 8:30 p.m.

<u>aye</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Oldham	Schroeder	Landrith	Fulton



Minutes Clerk

Board President



Memo

To: Nancy McKay, Chief Financial Officer, Mustang Public Schools

From: Kris Green, Director of Federal Programs, Mustang Public Schools *YK*

Date: 6/13/18

Re: Overnight Travel Request – Grapevine, TX

Please discuss, consider and/or act upon a request for overnight travel for Bronco Club Director, Kris Green to attend the Early Childhood Conference, July 25-27, 2018 in Grapevine, TX.

Expenses will be paid by Bronco Club (988) program.

Mustang Public Schools

Faculty Overnight or Out of State Travel Request Form

Date of Request: 6/13/2018

Staff Member Making Request: Kris Green

Name of Activity: Early Childhood Ed Conf

Location of Activity: Grapevine, TX

Dates of Activities: July 25-27, 2018

Faculty Attending: Kris Green

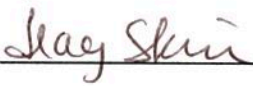
Estimate of Expenses for Trip

Type of Transportation:	<u>Personal Car</u>	Paid by: <u>988</u>	Estimated Cost: \$ <u>300.00</u>
Registration Fee:	\$ <u>449</u>	Paid by: <u>988</u>	Estimated Cost: \$ <u>449</u>
Daily Per Diem*	\$ <u>64.00</u>	Paid by: <u>988</u>	Estimated Cost: \$ <u>256</u>
Room Rate:	\$ <u>309</u>		
Number of Rooms <u>1</u> x Number of nights <u>3</u>		Paid by: <u>988</u>	Estimated Cost: \$ <u>927</u>
Substitutes Required <u> </u> x Number of days <u>0</u>		Paid by: <u> </u>	Estimated Cost: \$ <u>0.00</u>

Estimated Total Costs: \$ 1932.00

- Per Diem will be paid at the current IRS rate.

Supervisor Signature:  7-13-18
(Date)

Approved by Assistant Superintendent  7-13-18
(Date)

*This page must be submitted with a board memo and a Professional Development Request Form



Mustang Public Schools
Professional Development Request Form

Admin use only
____ Days
____ Site

ID Number	90861	☐ Administrator ☒ Teacher ☐ Counselor
Name	Kris Green	Site Level <u>051</u> Grade Level _____ Dept. <u>Bronco Clu</u>

☒ This is a non-district activity that is in line with the District's Professional Development Plan or Site Goals

Date of Activity July 25-27, 2018	Date of Request June 11, 2018
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Provide a brief description of the activity (Attach a registration form or flyer)

Sessions are targeted to present appropriate teaching strategies using research based topics and current educational trends.

Location Grapevine, TX	Vendor Frog Street Press	☒ Job Related ☐ Job Required* *Must be approved by Asst. Supt. _____
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Cost of Registration:

Cost of registration 449 Funds used 988

- If no expenses will be occurred, you may register/enroll once you receive the signed request
- If there are expenses, a requisition must be entered in Alio once you receive the signed request

Substitute:

Is a substitute required ☐ Yes ☒ No

Funds used to cover the cost of the sub? _____

Admin use only
Payment Verified
Y ☐ N ☐

Overnight/Out of State:

Attach the overnight or out of state travel request form.

Approval Signatures

Site Representative

Site Representative

Site Representative

Principal

*After the Event: Teachers will submit **Proof of Attendance, Request for Outside Activity** and if necessary the **School Business Travel Summary** form within 2 weeks of attending the event to your site representative.*



Memo

To: Tracy Skinner, Assistant Superintendent, Mustang Public Schools

From: Kris Green, Director of Federal Programs, Mustang Public Schools

Date: 6/11/18

Re: Overnight Travel Request – Grapevine, TX

JS
VJ
CB

Please discuss, consider and/or act upon a request for overnight travel for 3 Creek teachers, Terri Story, Jaquita Martin and Savannah King to attend the Early Childhood Conference, July 25-27, 2018 in Grapevine, TX.

Expenses will be paid by Title I (511) program.

Mustang Public Schools

Faculty Overnight or Out of State Travel Request Form

Date of Request: 6/13/2018

Staff Member Making Request: Kris Green

Name of Activity: Early Childhood Ed Conf

Location of Activity: Grapevine, TX

Dates of Activities: July 25-27, 2018

Faculty Attending: Terri Story, Savannah King, Jaquita Martin

Estimate of Expenses for Trip

Type of Transportation:	<u>Personal Car</u>	Paid by: <u>511</u>	Estimated Cost: \$ <u>236.00</u>
Registration Fee:	\$ <u>449</u>	Paid by: <u>511</u>	Estimated Cost: \$ <u>1347</u>
Daily Per Diem*	\$ <u>64.00</u>	Paid by: <u>511</u>	Estimated Cost: \$ <u>576</u>
Room Rate:	\$ <u>209</u>		
Number of Rooms <u>1</u> x Number of nights <u>3</u>		Paid by: <u>511</u> <i>fb</i>	Estimated Cost: \$ <u>618</u>
Substitutes Required <u> </u> x Number of days <u>0</u>		Paid by: <u> </u>	Estimated Cost: \$ <u>0.00</u>

Estimated Total Costs: \$2777.00

- Per Diem will be paid at the current IRS rate.

Supervisor Signature: Via email - Kris Green 7/13/18
(Date)

Approved by Assistant Superintendent Shag Shi 7-13-18
(Date)

*This page must be submitted with a board memo and a Professional Development Request Form



Mustang Public Schools
Professional Development Request Form

Admin use only

____ Days

____ Site

ID Number		☐ Administrator ☒ Teacher ☐ Counselor
Name	Savannah King	Site Level <u>125</u> Grade Level <u>K-4</u> Dept. _____

☒ This is a non-district activity that is in line with the District's Professional Development Plan or Site Goals

Date of Activity July 25-27, 2018	Date of Request June 11, 2018
--------------------------------------	----------------------------------

Provide a brief description of the activity (Attach a registration form or flyer)

Sessions are targeted to present appropriate teaching strategies using research based topics and current educational trends.

Location Grapevine, TX	Vendor Frog Street Press	☒ Job Related ☐ Job Required* *Must be approved by Asst. Supt. _____
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Cost of Registration:

Cost of registration \$345 449 Funds used 511

- If no expenses will be occurred, you may register/enroll once you receive the signed request
- If there are expenses, a requisition must be entered in Alio once you receive the signed request

Substitute:

Is a substitute required ☐ Yes ☒ No

Funds used to cover the cost of the sub? _____

Admin use only

Payment Verified

Y ☐ N ☐

Overnight/Out of State:

Attach the overnight or out of state travel request form.

Approval Signatures

Site Representative

Site Representative

Site Representative

Principal

*After the Event: Teachers will submit **Proof of Attendance, Request for Outside Activity** and if necessary the **School Business Travel Summary** form within 2 weeks of attending the event to your site representative.*



Mustang Public Schools
Professional Development Request Form

Admin use only

____ Days

____ Site

ID Number		☐ Administrator ☒ Teacher ☐ Counselor
Name	Jaquita Martin	Site Level <u>125</u> Grade Level <u>K-4</u> Dept. _____

☒ This is a non-district activity that is in line with the District's Professional Development Plan or Site Goals

Date of Activity July 25-27, 2018	Date of Request June 11, 2018
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Location Grapevine, TX	Vendor Frog Street Press	☒ Job Related ☐ Job Required* *Must be approved by Asst. Supt. _____
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Cost of registration ~~\$345~~ 449 Funds used 511

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Substitute:

Is a substitute required ☐ Yes ☒ No

Funds used to cover the cost of the sub? _____

Admin use only	
Payment Verified	
Y ☐	N ☐

Overnight/Out of State:

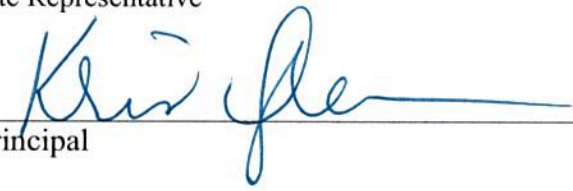
Attach the overnight or out of state travel request form.

Approval Signatures

Site Representative

Site Representative

Site Representative



Principal

*After the Event: Teachers will submit **Proof of Attendance, Request for Outside Activity** and if necessary the **School Business Travel Summary** form within 2 weeks of attending the event to your site representative.*



Mustang Public Schools
Professional Development Request Form

Admin use only

Days

Site

ID Number		☐ Administrator ☒ Teacher ☐ Counselor
Name	Terri Story	Site Level <u>125</u> Grade Level <u>K-4</u> Dept. _____

☒ This is a non-district activity that is in line with the District's Professional Development Plan or Site Goals

Date of Activity July 25-27, 2018	Date of Request June 11, 2018
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Provide a brief description of the activity (Attach a registration form or flyer)

Sessions are targeted to present appropriate teaching strategies using research based topics and current educational trends.

Location Grapevine, TX	Vendor Frog Street Press	☒ Job Related ☐ Job Required* *Must be approved by Asst. Supt. _____
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Cost of Registration:

Cost of registration \$345 449 Funds used 511

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Substitute:

Is a substitute required ☐ Yes ☒ No

Funds used to cover the cost of the sub? _____

Admin use only
Payment Verified
Y ☐ N ☐

Overnight/Out of State:

Attach the overnight or out of state travel request form.

Approval Signatures

Site Representative

Site Representative

Site Representative

Principal

*After the Event: Teachers will submit **Proof of Attendance**, **Request for Outside Activity** and if necessary the **School Business Travel Summary** form within 2 weeks of attending the event to your site representative.*



Memo

To: Tracy Skinner, Assistant Superintendent *cb*
CC: Charles Bradley, Interim Superintendent
From: Karen Wilson, Director of Special Education *KW*
Date: 7-9-18
Subject: Continuing Contract with Putnam City Schools

This memo is to request the approval of a continuing contract between Putnam City Public Schools (PCPS) and Mustang Public School District for an IEP Service Agreement in order for PCPS to serve students who are identified as deaf. Mustang Public Schools desires to continue this IEP Service Agreement to satisfy its legal obligation to provide students with a free and appropriate public education in accordance with the requirements of the law. This contract is paid for through federal funds.

The attached contract covers August 1, 2018 through June 30, 2019.

If you have any questions, please do not hesitate to contact Karen Wilson.

IEP SERVICE AGREEMENT

This Agreement is entered into between Mustang School District No. 1-069 of Canadian County, Oklahoma ("Resident District"), and Putnam City Schools Independent School District No. 1 of Oklahoma County, Oklahoma ("Receiving District"), for the 2018-2019 school year.

Recitals:

- A. The Students who are the subject of this Agreement are children with a disability as defined by the Individuals with Disabilities Education Act ("IDEA"), 20 U.S.C. §§ 1400, *et seq.*, who are residents of the Resident District for educational purposes and are entitled to receive a free appropriate public education ("FAPE") in accordance with the requirements of the law.
- B. The Resident District desires to enter into this IEP Service Agreement with the Receiving District to satisfy its legal obligation to provide the Students identified on Exhibit A to this Agreement with FAPE as defined by law.
- C. The Receiving District desires to enter into this Agreement with the Resident District to provide the Students with the special education and related services identified in the Students' then-current Individualized Education Programs ("IEPs").
- D. The Resident and Receiving Districts understand that if they enter into an IEP Service Agreement for three (3) consecutive years that covers one or more of the Students subject to this Agreement, the Agreement will be automatically renewed for each subsequent year for such covered Student(s), and, in that event, the Resident District will continue to pay tuition for the covered Student(s) to the Receiving District as provided by law.

Therefore, the parties agree as follows:

- 1. The term of this Agreement extends from August 1, 2018 through June 30, 2019. During the term of this Agreement, either party may terminate the Agreement upon thirty (30) days' advance notice in writing to the other party. The terminating party will also notify the Students' parent(s) or guardian(s) in writing thirty (30) days in advance of the termination date.
- 2. During the term of this Agreement, the Receiving District will provide all special education and related services identified in the Students' then-current IEPs, except transportation to/from school, which will be provided by the Resident District, and any other services specifically identified in the Students' IEPs as services that the Resident District will provide. The parties to this Agreement understand that the Students' IEPs may be amended and that new IEPs may be developed during the term of this Agreement, and the parties intend that the Receiving District implement the amended, interim or subsequent IEPs as well as the IEPs in place at the time this Agreement takes effect.

3. The Receiving District will notify the Resident District of any Student who is to be provided services under this Agreement and will issue progress reports and report cards to the Students, following the same procedures it applies to all other students. The Students will have the opportunity to participate in all programs, events and activities available to other students of the same ages and grades attending the Receiving District.
4. If the IEP team or Review of Existing Data group determines that reevaluation or further evaluation of a Student is necessary, the Resident and Receiving Districts will jointly determine who will administer the evaluation and how it will be administered.
5. The Resident District is legally and financially responsible for the provision of FAPE to the Students, as the term "FAPE" is defined by law. The Resident District is responsible for the development and implementation of the Students' IEP(s). In the event a special education due process complaint ("Complaint") is filed concerning a Student, the Resident District will be legally and financially responsible for that Complaint and, to the extent permitted by law, will indemnify and hold harmless the Receiving District for any expenses the Receiving District incurs in responding to that Complaint, including but not limited to attorney's fees and costs. The Resident District shall remain the Local Educational Agency ("LEA") responsible for responding to a Complaint and complying with IDEA.
6. The Receiving District will use reasonable efforts to comply with the procedural safeguards set out in the IDEA and the then-current version of the *Policies and Procedures for Special Education in Oklahoma* in its delivery of special education and related services to the Students.
7. The Primary Contact or designee for the Receiving District will schedule IEP and IEP Review meetings for the Students. To provide the Resident District the opportunity to participate, the Primary Contact or designee for the Receiving District will provide reasonable advance notice of every such meeting to the Primary Contact at the Resident District.
8. The Primary Contact or designee at the Receiving District will promptly notify the Primary Contact at the Resident District of any student seeking to attend the Receiving District's program and obtain authorization for enrollment of that student before providing services. Additionally, the Primary Contact or designee at the Receiving District will promptly notify the Primary Contact at the Resident District of every proposed disciplinary removal that would constitute a change of placement for a Student before that disciplinary removal is implemented.
9. The Primary Contact or designee at the Receiving District will use reasonable efforts to advise the Primary Contact at the Resident District of concerns about a Student's special education and related services expressed by a Student's parent(s) or guardian(s). Personnel at the Resident and Receiving Districts will use reasonable efforts to

cooperate and resolve disagreements concerning appropriate special education and related services for Students, implementation of the Students' then-current IEPs and any other issues that may arise.

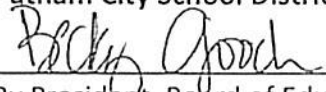
10. All funds generated for the Students will remain with the Resident District. The Resident District will include the Students on its Child Count. The Students' average daily membership will be credited to the Resident District.
11. The Resident District will pay the Receiving District tuition for the delivery of special education and related services to the Students on the payment schedule identified on Exhibit A to this Agreement. This amount includes the cost of all educational and related services that the Receiving District could reasonably anticipate based upon review of the Students' current IEPs. The Receiving District will promptly provide the Resident District a detailed breakdown of the tuition amounts upon request. If the IEP team amends a Student's IEP or develops another IEP that increases the cost of services to the Receiving District, the parties to this Agreement will mutually consider and negotiate any increase in the tuition amount sought by the Receiving District to cover the increased cost of services.
12. Any amounts the Receiving District receives as the result of billing Medicaid for services it provided to one or more of the Students during the term of this Agreement will be credited against the Resident District's tuition obligation.
13. The parties will **not** identify the Students as transfer students for student information purposes.
14. This Agreement contains the entire agreement of the parties. Any changes to this Agreement will be made in writing and signed by both parties.

Signatures:

Mustang School District No. I-069 of Canadian County, Oklahoma

By President, Board of Education Date
"Resident District"

Putnam City School District No. I-001 of Oklahoma County, Oklahoma

 _____
By President, Board of Education 10-25-18
"Receiving District" Date

ATTACHMENT A TO IEP SERVICE AGREEMENT

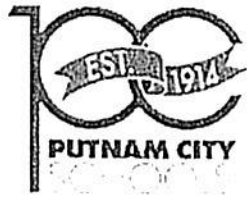
1. The following students are covered by the IEP Service Agreement:

*Students may be added to this IEP Service Agreement through mutual agreement in writing throughout the 2018-2019 school year using Attachment B and Attachment C.

2. Tuition amount and payment schedule:

*Billing will be sent out by June 15th, 2019.

*Tuition will be billed by rate of per pupil expenditure x (grade weight+ disability weight) and prorated based on total days of attendance.



Putnam City Schools

Special Services

Putnam City Center
5604 N.W. 41st Street
Oklahoma City, OK 73122
Phone: 405.495.3770
Fax: 405.491.7559
www.putnamcityschools.org

Scott McCall, Executive Director of Special Services, smccall@putnamcityschools.org

IEP SERVICE AGREEMENT FORM-Attachment B

(Please have parent bring this form to the Putnam City Enrollment Office)

I, _____, need to enroll my
child, _____, into the Putnam City
school District for the purpose of attending:

- ☐ HI Program at PCW
- ☐ HI Program at WOE
- ☐ HI Program at WOMS
- ☐ Other, _____

This has been approved by _____ Public
Schools and will fall under an IEP Service Agreement. The agreement has been sent to the
Special Services office and we have been notified that the agreement has been approved.

Signature of Sending School Representative
(Special Services Director or Superintendent)

Date

Signature of Receiving School Representative
(Special Services Director or Superintendent)

Date

STUDENT INFORMATION FORM FOR STUDENTS COVERED BY IEP SERVICE AGREEMENT

Attachment C

STUDENT NAME _____

RESIDENCE ADDRESS _____

PHONE NO. _____

NAME(S) OF PARENT(S)/GUARDIAN(S) _____

RESIDENT DISTRICT _____

RECEIVING DISTRICT _____

PRIMARY CONTACT AT RESIDENT DISTRICT:

NAME _____

MAILING ADDRESS _____

PHONE NO. _____

EMAIL _____

PRIMARY CONTACT AT RECEIVING DISTRICT:

NAME _____

MAILING ADDRESS _____

PHONE NO. _____

EMAIL _____



Memo

To: Charles Bradley, Interim Superintendent

Tracy Skinner, Assistant Superintendent

From: Karen Wilson, Director of Special Education

Date: 7/11/2018

Subject: Continuation of Contract

Please review and consider for board approval the continuing contract between Mustang Public Schools and Oklahoma Family Counseling Services to provide a variety of counseling services and PASS-B (Promoting Appropriate School and Social Behaviors) services kindergarten through 12th graders for the 2018-19 school year. This is at a cost of \$86,248.00 for the academic year. This contract is paid for out of general budget/special education budget/and alternative education budget, as a three-way split

If you have any questions, please do not hesitate to contact Karen Wilson.

AGREEMENT

This Agreement is entered into on the 16th day of July, 2018, by and between Mustang Public Schools, Mustang Oklahoma, hereinafter referred to as "District," and Oklahoma Family Counseling Centers, an Oklahoma corporation, hereinafter referred to as "Provider."

RECITALS:

WHEREAS, the District and Provider desire to enter into a service agreement mutually advantageous to both parties.

WHEREAS, the District agrees to allow access to day treatment, partial hospitalization and school-based mental health counseling services from Provider eligible students for the 2018-19 school year at the elementary and secondary schools.

WHEREAS, Provider desires to provide mental health counseling services under the terms and conditions of this Agreement and under the compensation arrangements herein provided.

NOW, THEREFORE, the parties agree as follows:

Provider Shall

1. Provider shall provide Provider employee(s) to deliver mental health counseling services to students at the assigned schools. The Provider Employee will possess licensure as a licensed mental health professional or under supervision for licensure in the State of Oklahoma or a psychiatric social rehabilitation specialist.
2. The Provider employee will provide services to District students with the written permission of the student's parent(s):
 - a. Group Counseling
Students identified by MPS. (BRAIN groups and each site 1 group of PASS B)
 - b. Individual Counseling Alt Ed High School not to exceed 4 hours per week
Group Counseling Alt Ed High School not to exceed 4 hours per week
 - c. Student Crisis Assessments
Students presenting an imminent threat for suicidal / homicidal behavior.
 - d. Employee Crisis Assessments
Employees presenting an imminent threat for suicidal / homicidal behaviors.
 - e. Employee Counseling
Employee mental health treatment (EAP) not to exceed 6 hours per employee.
 - f. CPI Training

De-escalation techniques in which a child is temporarily out of control or having emotional / safety issues.

- g. Staff Development Training.
Training for MPS employees in classroom management and working with students that may have behavioral health issues.
 - h. PASS-B (Promoting Appropriate School and Social Behaviors) Kindergarten- 12th grade. Individual and group counseling, case management.
 - i. Perform other services as may be mutually agreed upon by both parties to the Agreement; and
- 3. All wages, taxes, benefits and other employment-related expenses and duties associated with the Provider employee are the sole responsibility of Provider.
 - 4. Services under this Agreement will extend from July 1, 2018 to June 30, 2019.
 - 5. Provider will maintain all records, logs and documentation, including progress notes, prepared by the Provider employee concerning students in compliance with the Family Educational Rights and Privacy Act and any other applicable state and federal laws regarding confidentiality of this information.
 - 6. The Provider employees will operate in accordance with applicable federal and state laws and regulations and District policies, rules, regulations and applicable guidance.

The District Shall

- 1. Provide transportation to Provider location enabling students to receive services on the board approved school day calendar.
- 2. Provide adequate number of certified teachers to provide educational instruction as required by the Oklahoma Department of Education and the Mustang Public Schools.
- 3. District agrees to refer students in need of behavioral health treatment.
- 4. The District employees will operate in accordance with applicable federal and state laws and regulations and Provider policies, rules, regulations and applicable guidance. Provider personnel will directly supervise the day-to-day operation of these services.

Payment for Services

1. District agrees to pay the sum of \$86,248.00 per year, billed monthly at \$7187.33 per month. Payment will be for services outlined in section Provider Shall.

District and Provider Mutually Agree

1. Either Provider or the District may choose to discontinue services during the term of this Agreement for any reason with 30 (thirty) calendar days' written notice. Any such termination of this Agreement by the District may be effectuated by the Superintendent of the District or the Superintendent's designee.
2. No failure or delay in the exercise of any right, remedy, power or privilege hereunder shall operate as a waiver thereof, and no single or partial exercise of any right, remedy, power or privilege hereunder shall preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege. The rights, remedies, powers and privileges herein provided are cumulative and not exclusive of any rights, remedies, powers and privileges provided by law or in equity.

IN WITNESS WHEREOF, the District and Provider have executed this Agreement on, the day and year, first above written.

MUSTANG PUBLIC SCHOOLS, MUSTANG
OKLAHOMA

By: _____
Mustang Public Schools Representative Date

OKLAHOMA FAMILY COUNSELING CENTERS,
OKLAHOMA

By: _____
OFCC Representative Date

MEMO

To: Charles Bradley, Interim Superintendent
From: Colin Meeks, Director of Construction 
Date: June 25, 2018
Re: Crossland Change Order #69

Respectfully request that the Board discuss, consider, and/or act upon approval of the change order from Crossland Construction for the following on the New Intermediate #3:

*Wall Pads on South Gym Wall - \$970.00

Total - \$970.00

This will be a total **decrease** to the **Construction Contingency**

CROSSLAND

CONSTRUCTION COMPANY, INC

Change Order Request

Detailed (with Breakdown of PCOs), Grouped by Each Number

Mustang Intermediate School #03 -M
12500 SW 15TH STREET
OKLAHOMA CITY, OK 73099

Project # 17OK12-MLA Crossland Construction Company, Inc.
Tel: (918) 720-1084 Fax: KSAGEHORN@CROSSLAND.COM

Change Order Request: 069

Date: 6/11/2018

To: Robert Wadsack
GH2 ARCHITECTS
704 W. SHERIDAN AVE.
OKLAHOMA CITY, OK 73102

From: Connor Littlefield
Crossland Construction Company, Inc.
13919 N. Harvey Ave.
Oklahoma City, OK 73013

Description	Category	Status
Wall Pads at South Gym Wall	Contingency	Pending

Reference	Required By	Days Req	Amt Req
	6/18/2018	0	970.00

Notes

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
9072	6/11/2018		970.00	0	9000 Potential Change Order	Contingency

Wall Pads on South Gym Wall

Item No	Item Description	Amt Prop	Reference
001	RJ Love CO#01	0.00	
002	Wall Pads on South Gym Wall	970.00	

Owner:

Chris Brey 6-27-18

Architect:

Robert Wadsack
Robert Wadsack
06/21/2018

Contractor:

Connor Littlefield

R J LOVE ENTERPRISES	SUBCONTRACTOR C.O. REQUEST BREAKDOWN FORM
	<i>Complete and submit this form, along with all 2nd tier subcontractor break-downs, for any and all change order requests made for the below referenced project.</i>
Project Name:	Mustang Intermediate School #3-M
Crossland Project #:	Job # 17OK12-MLA Contract #11B
Reference Document:	Contract for Mustang Intermediate Oklahoma City, OK
Request Description:	Wall Pads in Safe Room

MATERIAL AND EQUIPMENT

Quantity	Units	Description	Add/Deduct
1		WP2USZW 34" x 72" PROTECTOR 2"	205
		POLY, SOLID COLOR, Z-TRACK, WOOD BACK 1	
1		Freight	220
		Use the existing pads in addition to the	
		the special order pad to provide padding for	
		width of the lane. South Gym Wall.	
		That's a pad on the west bathroom door, a pad	
		between the bathrooms, and partial pad on	
		the east bathroom door.	
Note: Include sales tax in quote or listed in this section.			Total: \$425.00
Note:			Sales Tax: \$0.00
			Section Subtotal: \$425.00

MANPOWER

Position	Hours	Rate	Subtotal	Per Diem	Add/Deduct
Installer	2	@ \$50.00 =	\$100.00 +	\$65.00 =	\$165.00
Installer	2	@ \$50.00 =	\$100.00 +	\$65.00 =	\$165.00
		@ =	\$0.00 +	=	\$0.00
		@ =	\$0.00 +	=	\$0.00
		@ =	\$0.00 +	=	\$0.00
Note: Include Labor burden in Hourly Rate					Section Subtotal: \$330.00

2ND TIER SUBCONTRACTOR

Contractor Name	Description of Work	Add/Deduct
Note: Attach this C.O. Request Form filled out by Subcontractor		Section Subtotal: \$0.00

CERTIFICATION

Company:	R J Love Enterprises Inc.	Request Subtotal:	\$755.00
Signature: <i>Autry E. Sparkman</i>	Project Manager	Overhead:	\$71.00
		Fee:	\$144.00
Date:	6/7/2018	REQUEST TOTAL:	\$970.00

MEMO

To: Charles Bradley, Interim Superintendent
From: Colin Meeks, Director of Construction
Date: July 3, 2018
Re: Crossland Change Order #10

CB
CB

Respectfully request that the Board discuss, consider, and/or act upon approval of the change order from Crossland Construction for the following on the New Middle School #3:

*Wet cure SOG & SOD – \$24,859.43

This will be a total **decrease** to the **Construction Contingency**

CROSSLAND

CONSTRUCTION COMPANY, INC

Change Order Request

Detailed (with Breakdown of PCOs), Grouped by Each Number

Mustang Middle School #3 -M
11820 SW 44th Street
Oklahoma City, OK 73064

Project # 18OK03-MLA **Crossland Construction Company, Inc.**
Tel: (918) 720-1084 Fax: ksagehorn@crossland.com

Change Order Request: 010

Date: 6/18/2018

To: Robert Wadsack
GH2 ARCHITECTS
704 W. SHERIDAN AVE.
OKLAHOMA CITY, OK 73102

From: Joe Jimenez
Crossland Construction Company, Inc.
13919 N. Harvey Ave.
Oklahoma City, OK 73013

Description	Category	Status
CEI, Wet cure SOG & SOD		Pending

Reference	Required By	Days Req	Amt Req
	6/25/2018	0	24,859.43

Notes

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
--------	------	-----------	----------	----------	----------	--------

Description	Notes
9010	6/18/2018

CEI, Wet cure SOG & SOD

Item No	Item Description	Amt Prop	Reference
001	PCO#9010, \$24,859.43	0.00	
002	Wet cure SOG & SOD	24,859.43	

Owner:

Chad Brum 7-9-18

Architect:

Robert Wadsack
Robert Wadsack
07/02/2018

Contractor:

Blake Brum

Project: Mustang Middle #3

Subject: Wet Cure / Membrane Cure

6/13/2018

NOTE: This is for Slab on Deck Only

Sales Tax	0.00%
Labor Burden	45.00%
Fee	15.00%
Insurance	0.50%
Bonds	1.00%

Total

6,836.90

Estimate

Project: Mustang Middle #3

Subject: Wet Cure / Membrane Cure

6/13/2018

NOTE: This is for Slab on Grade Only

Description	Quantity	Unit	Cost	Material	Cost	Labor	Cost	Sub	Total
Deduct "As Bid" material				0		0		0	0
Seallight 1100 Clear	(75,000.0)	sf	0.03	(2,250)	0.02	(1,500)		0	(3,750)
				0		0		0	0
Ultra Cure Fabric	84,800.0	sf	0.14	11,872	0.07	5,512		0	17,384
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
				0		0		0	0
Totals				9,622		4,012		0	13,634

Sales Tax	0.00%		0.00
Labor Burden	45.00%		1,805.40
Fee	15.00%		2,315.91
Insurance	0.50%		17,755.31
Bonds	1.00%		88.78
			17,844.09
Total			18,022.53

Memo

To: Chris Tobler, Director of Human Resources, Mustang Public Schools
Charles Bradley, Superintendent, Mustang Public Schools

From: Alan Green, C.O.O., Mustang Public Schools

Date: 7/3/2018

Re: **Recommendation to create job descriptions for Mustang Public Schools**

Please discuss, consider, and/or act upon the creation of the following job position and job description for Mustang Public Schools for the 2018-2019 school year:

License Trade Manager: Johnny Clark's current job title is Maintenance Manager. A new job title of License Trade Manager will better reflect his job responsibilities as detailed in the attached job description. The current salary schedule will continue to be utilized.

7/3/2018

MUSTANG PUBLIC SCHOOLS
MUSTANG, OKLAHOMA

TITLE:	License Trade Manager
QUALIFICATIONS:	Knowledge of most major aspects of HVAC, Electrical and Plumbing Maintenance; demonstrate the ability to supervise and direct other employees; experience with managing a departmental budget.
REPORTS TO:	Chief Operations Officer

PERFORMANCE RESPONSIBILITIES:

1. Manages and supervises all License Trade employees of the district.
2. Recommends and Coordinates the purchase of license trade supplies and equipment with the Chief Operations Officer.
3. Gives recommendation concerning interviewing, hiring, evaluating, discipline, and promotion of license trade employees.
4. Resource person in the area of maintenance services and training of maintenance employees.
5. Responsible for required reports, forms and/or other paper work pertaining to the license trade staff.
6. Responsible for monitoring the work of all License Trade employees and to ensure school sites are satisfied with work performed.
7. Responsible for keeping License trade equipment in proper working condition.
8. Responsible to provide in-service to employees concerning proper usage of equipment.
9. Responsible for developing and demanding proper safety procedures for License Trade staff.
10. Responsible for an ongoing preventative maintenance and inspection program on license trade equipment and tools.
11. Ensure all equipment and vehicles used in the License Trade department are well maintained and kept clean. Responsible for employee time sheets, time clock approval and appropriate documents.
12. Responsible for monitoring performance on job sites as to work order requests.
13. Inspects contracted work on all license trade issues, and ensure that materials and services are received in the fulfillment of contracts.
14. Answer alarm calls and other emergencies for the District 24/7.
15. Assign work orders to license trade employees.
16. Abides by all district policies and state and federal laws.
17. Performs other duties as assigned by supervisor.

TERMS OF EMPLOYMENT:

Number of days and compensation based on Board approved support personnel salary schedule.

WORK ENVIRONMENT:

Generally works outside in all types of weather conditions with some office environment setting.

PHYSICAL DEMANDS:

Ability to sit, stand, walk, bend, stoop, squat, crawl, climb and work on ladders and lifts, reach above

shoulder, crouch, kneel, push, pull, perform repetitive movement of hands and feet, grasp, manipulate, within an eight hour period. Also, ability to lift.0 – 24 lbs. continuously, 25-50 lbs. frequently and 51-100 lbs. occasionally. Exposure to dust, fumes, gases and cleaning materials.

EVALUATION:

Performance of this job will be evaluated annually in accordance with the provisions of the Board of Education policy on evaluation of Support Personnel.

Proposed Adoption 7-16-18

File No./Escrow No.: 18215457 Old Republic Title Company of Oklahoma -
Print Date & Time: 07/03/18 3:15 PM Mustang
Officer/Escrow Officer: Sandy Ricketts **ALTA Universal ID:**
Settlement Location: 1448 N. Mustang Rd. Suite 100
 Old Republic Title Company of Mustang, OK 73064
 Oklahoma
 1448 N. Mustang Rd. Suite 100
 Mustang, OK 73064

Property Address: 18-21/7 MUSTANG, Canadian County
 1024 S SNYDER DRIVE
 MUSTANG, OK 73064
Borrower: MUSTANG PUBLIC SCHOOLS-
 906 S. HEIGHTS DRIVE
 MUSTANG, OK 73064
Seller: ASH BUSINESS CENTER, LLC.-
 1160 W CAROLINA CHERRY WAY
 MUSTANG, OK 73064
Settlement Date: 07/09/2018
Disbursement Date: 07/09/2018
Additional dates per state requirements:

Seller		Description	Borrower/Buyer	
Debit	Credit		Debit	Credit
		Financial		
	\$86,000.00	Sale Price of Property	\$86,000.00	
		Deposit		\$10.00
		Prorations/Adjustments		
\$332.11		County Property Taxes from 01/01/2018 thru 07/09/2018		\$332.11
		Title Charges & Escrow / Settlement Charges		
\$500.00		Title - Abstract to Old Republic Title Company of Oklahoma		
\$75.00		Title - Closing Fee to Old Republic Title Company of Oklahoma	\$75.00	
		Title - E-Recording Service Fees to Old Republic Title Company of Oklahoma	\$5.00	
		Title - Examination Fee to Old Republic Title Company of Oklahoma	\$175.00	
\$50.00		Title - Federal Court Certificate to Old Republic Title Company of Oklahoma		
		Title - Final Title Report to Old Republic Title Company of Oklahoma	\$120.00	
		Title - Service Fee to Old Republic Title Company of Oklahoma		
\$50.00		Title - Uniform Commercial Code to Old Republic Title		

Seller		Description	Borrower/Buyer	
Debit	Credit		Debit	Credit
		Company of Oklahoma		
		Title - Owner's Title Insurance(\$444.00)	\$444.00	
		Commission		
\$2,580.00		Real Estate Commission - Buyer's Realtor to ANDERSON REALTY		
\$1,720.00		Real Estate Commission - Seller's Realtor to REMAX ENERGY REAL ESTATE		
		Government Recording and Transfer Charges		
		Recording Fee (Deed) to Old Republic Title Company of Oklahoma	\$13.00	
\$129.00		Transfer Tax to Old Republic Title Company of Oklahoma		
		Mortgage Certification Fee		
Seller			Borrower/Buyer	
Debit	Credit		Debit	Credit
\$5,436.11	\$86,000.00	Subtotals	\$86,832.00	\$342.11
		Due From Borrower		\$86,489.89
\$80,563.89		Due To Seller		
\$86,000.00	\$86,000.00	Totals	\$86,832.00	\$86,832.00

File No./Escrow No.: 18215457

Print Date & Time: 07/05/18 2:26 PM

Officer/Escrow Officer: Sandy Ricketts

Settlement Location:

Old Republic Title Company of Oklahoma

1448 N. Mustang Rd. Suite 100

Mustang, OK 73064

Old Republic Title Company of Oklahoma - Mustang

ALTA Universal ID:

1448 N. Mustang Rd. Suite 100

Mustang, OK 73064

Property Address:

18-21/7 MUSTANG, Canadian County

1024 S SNYDER DRIVE

MUSTANG, OK 73064

MUSTANG PUBLIC SCHOOLS-

906 S. HEIGHTS DRIVE

MUSTANG, OK 73064

Seller:

ASH BUSINESS CENTER, LLC.-

1160 W CAROLINA CHERRY WAY

MUSTANG, OK 73064

Settlement Date:

07/09/2018

Disbursement Date:

07/09/2018

Additional dates per state requirements:

Seller		Description	Borrower/Buyer	
Debit	Credit		Debit	Credit
		Financial		
	\$86,000.00	Sale Price of Property	\$86,000.00	
		Deposit		\$10.00
		Prorations/Adjustments		
\$332.11		County Property Taxes from 01/01/2018 thru 07/09/2018		\$332.11
		Title Charges & Escrow / Settlement Charges		
\$500.00		Title - Abstract to Old Republic Title Company of Oklahoma		
\$75.00		Title - Closing Fee to Old Republic Title Company of Oklahoma	\$75.00	
		Title - E-Recording Service Fees to Old Republic Title Company of Oklahoma	\$5.00	
		Title - Examination Fee to Old Republic Title Company of Oklahoma	\$175.00	
\$50.00		Title - Federal Court Certificate to Old Republic Title Company of Oklahoma		
		Title - Final Title Report to Old Republic Title Company of Oklahoma	\$120.00	
		Title - Service Fee to Old Republic Title Company of Oklahoma		
\$50.00		Title - Uniform Commercial Code to Old Republic Title		

Seller		Description	Borrower/Buyer
Debit	Credit		Debit Credit
		Company of Oklahoma	
		Title - Owner's Title Insurance(\$444.00) to Old Republic Title Company of Oklahoma	\$444.00
		Commission	
\$2,580.00		Real Estate Commission - Buyer's Realtor to ANDERSON REALTY	
\$1,720.00		Real Estate Commission - Seller's Realtor to REMAX ENERGY REAL ESTATE	
		Government Recording and Transfer Charges	
		Recording Fee (Deed) to Old Republic Title Company of Oklahoma	\$13.00
\$129.00		Transfer Tax to Old Republic Title Company of Oklahoma	
		Mortgage Certification Fee	
		Miscellaneous	
\$120.00		MORTGAGE INSPECTION CERT to LENDER'S INSPECTION COMPANY	
Seller			Borrower/Buyer
Debit	Credit		Debit Credit
\$5,556.11	\$86,000.00	Subtotals	\$86,832.00 \$342.11
		Due From Borrower	
\$80,443.89		Due To Seller	\$86,489.89
\$86,000.00	\$86,000.00	Totals	\$86,832.00 \$86,832.00

Acknowledgement

We/I have carefully reviewed the ALTA Settlement Statement and find it to be a true and accurate statement of all receipts and disbursements made on my account or by me in this transaction and further certify that I have received a copy of the ALTA Settlement Statement. We/I authorize Old Republic Title Company of Oklahoma - Mustang to cause the funds to be disbursed in accordance with this statement.

MUSTANG PUBLIC SCHOOLS-


BY CHARLES BRADLEY

7-9-18
Date

ASH BUSINESS CENTER, LLC.-


BY CURTIS N. CALLAHAN

7-6-18
Date


Sandy Ricketts

7-9-18
Date



CLOSING ACKNOWLEDGMENT AND RELEASE

The undersigned MUSTANG PUBLIC SCHOOLS-("Buyer") is the Buyer under a certain Real Estate Purchase Contract (the "Contract") with ASH BUSINESS CENTER, LLC.- (the "Seller") dated the June 20, 2018 for the purchase of the following described real property (the "Property"):

Lots EIGHTEEN (18), NINETEEN (19),
TWENTY (20), and TWENTY-ONE (21), of
Block SEVEN (7), in
TOWN OF MUSTANG, Canadian County, Oklahoma,
according to the recorded plat thereof.

Canadian County, Oklahoma, which street
address is 1024 S SNYDER DRIVE, MUSTANG, OK 73064.

As part of the closing of the purchase of the Property, Buyer does hereby acknowledge and certify to the Seller, the Listing Broker, and Selling Broker, if any, as follows:

1. **Inspection.** Buyer has either inspected the Property in accordance with the Contract or by acceptance of the Deed to the Property, Buyer waives Buyer's right to inspect. In either event, the Property is accepted in its present condition.
2. **Termite Certificate.** Buyer hereby acknowledges receipt of a current termite clearance certificate covering the Property issued by N/A.
3. **Waiver and Release.** Buyer hereby waives all claims to repair, replace, or remedy any defects in the Property and does hereby forever release and discharge the Seller, REMAX ENERGY REAL ESTATE (the "Listing Broker"), and ANDERSON REALTY ("Selling Broker"), their respective affiliated licensees, employees and representatives from all claims, demands, charges, losses, and liability whatsoever arising out of the Contract and from the purchase of the Property. However, in no event does this Release relieve the Seller from lienable claims which result from unpaid bills for labor performed on or materials furnished to the property during the four (4) months prior to the closing. Furthermore, the Release does not relieve the builder of any new construction on the Property from such builder's warranty on the construction and material defects, or warranties on appliances according to the Contract.
4. **Binding Effect.** This Release is binding upon the Buyer, the personal representatives, heirs, assigns, and successors of Buyer. This Release shall inure to the benefit of the Seller, the Listing Broker and Selling Broker and their respective affiliated licensees, and their respective personal representatives, heirs, assigns and successors.

MUSTANG PUBLIC SCHOOLS-


By CHARLES BRADLEY
7-9-18
Date

File No.: 18215457

BUYER/SELLER CERTIFICATION

BUYER: MUSTANG PUBLIC SCHOOLS-

SELLER: ASH BUSINESS CENTER, LLC.-

LENDER: CASH

PROPERTY ADDRESS: 1024 S SNYDER DRIVE MUSTANG, OK 73064

DATE: 7/6/2018

THE BUYER AND SELLER THIS DATE HAVE CHECKED, REVIEWED AND APPROVED THE FIGURES APPEARING ON THE DISCLOSURE/SETTLEMENT STATEMENT (STATEMENT OF ACTUAL COSTS). BUYER ACKNOWLEDGES RECEIPT OF THE PAYMENT OF THE LOAN PROCEEDS IN FULL, AND SELLER ACKNOWLEDGES PAYMENT IN FULL OF THE PROCEEDS DUE SELLER FROM THE SETTLEMENT.

THE BUYER AND SELLER UNDERSTANDS THAT THE TAX PRORATIONS SHOWN ON THE SETTLEMENT STATEMENT ARE BASED ON THE PRIOR TAX PERIOD'S RATE(S). BUYER UNDERSTANDS THAT THE NEXT TAX BILL (EVEN THOUGH IN THE NAME OF THE SELLER) IS THE RESPONSIBILITY OF THE BUYER.

SELLER UNDERSTANDS THAT THE PAYOFF FIGURE(S) SHOWN ON THE SETTLEMENT STATEMENT ARE FIGURES SUPPLIED TO THE SETTLEMENT AGENT BY THE SELLER'S LENDER(S) AND IS/ARE SUBJECT TO CONFIRMATION UPON TENDER OF PAYMENT. IF THE PAYOFF FIGURE(S) ARE INACCURATE, SELLER AGREES TO IMMEDIATELY PAYOFF SHORTAGE(S) THAT MAY EXIST.

AS PART OF THE CONSIDERATION OF THIS SALE, THE CONTRACT BETWEEN THE PARTIES IS BY REFERENCE INCORPORATED HEREIN AND MADE A PART HEREOF; THE TERMS AND CONDITIONS CONTAINED THEREIN SHALL SURVIVE THE CLOSING AND SHALL NOT MERGE UPON THE DELIVERY OF THE WARRANTY DEED.

I HAVE CAREFULLY REVIEWED THE SETTLEMENT STATEMENT AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IT IS A TRUE AND ACCURATE STATEMENT OF ALL RECEIPTS AND DISBURSEMENTS MADE ON MY ACCOUNT OR BY ME IN THIS TRANSACTION. I FURTHER CERTIFY THAT I HAVE RECEIVED A COPY OF THE SETTLEMENT STATEMENT.

MUSTANG PUBLIC SCHOOLS-


By CHARLES BRADLEY

7-9-18
Date

ASH BUSINESS CENTER, LLC.-


By CURTIS N. CALLAHAN,
MEMBER/MANAGER

7-6-18
Date


By RENEE L. CALLAHAN,
MEMBER/MANAGER

7/6/18
Date

TO THE BEST OF MY KNOWLEDGE, THE SETTLEMENT STATEMENT WHICH I HAVE PREPARED IS A TRUE AND ACCURATE ACCOUNT OF THE FUNDS WHICH WERE RECEIVED AND HAVE BEEN OR WILL BE DISBURSED BY THE UNDERSIGNED AS PART OF THE SETTLEMENT OF THIS TRANSACTION.


Old Republic Title Company of Oklahoma

FILE # 18215457

WARNING: IT IS A CRIME TO KNOWINGLY MAKE FALSE STATEMENTS TO THE UNITED STATES ON THIS OR ANY SIMILAR FORM. PENALTIES UPON CONVICTION CAN INCLUDE A FINE AND IMPRISONMENT. FOR DETAILS SEE: TITLE 18 U.S. CODE SECTION 1001 & SECTION 1010.

* **OLD REPUBLIC TITLE COMPANY OF OKLAHOMA** *

CLOSING ACKNOWLEDGMENT AND RELEASE

File No. 18215457

IN CONNECTION with the real estate closing conducted by Old Republic Title Company of Oklahoma this 9th day of July, 2018, the undersigned hereby acknowledge and certify to Old Republic Title Company of Oklahoma that:

1. Old Republic Title Company of Oklahoma, as Escrow Agent, has fully and completely performed all duties imposed upon it by the Real Estate Contract and any written or verbal modifications or amendments thereto, and that Old Republic Title Company of Oklahoma has closed the transaction in accordance with said contract, modifications and amendments.
2. The undersigned Purchaser has received the Commitment for Title Insurance prior to, or at closing, together with copies of all exceptions shown on Schedule B, Section 2, and understands the coverage to be afforded by the Title Insurance Policy, if required by the Contract. The undersigned Purchaser further acknowledges that Old Republic Title Company of Oklahoma has made no representations, oral or written, with regard to the Title Insurance Policy or coverage to be afforded thereby other than that contained in the Commitment for Title Insurance.
3. The undersigned Sellers and Purchasers acknowledge that Old Republic Title Company of Oklahoma has made no representation of any kind as to the financial or legal consequences or terms of any Promissory Note and Mortgage which (a) is being given by a Purchaser to Seller, or (b) is being assumed by Purchaser, or (c) is being obtained by the Purchaser from a third party or entity to finance the purchase of the property.
4. In order to facilitate the closing of the above referenced file, the undersigned does hereby direct, authorize and instruct Old Republic Title Company of Oklahoma ("Escrow Agent") to deposit the funds received, or to be received, from or on behalf of the undersigned, in an account for the benefit of the undersigned in a depository of the Escrow Agent's selection. Cost, expense and interest from funds deposited therein shall be absorbed by and paid to, as the case may be, Old Republic Title Company of Oklahoma.
5. The undersigned acknowledge that they have not received legal advice from Old Republic Title Company of Oklahoma with regard to the terms and provisions of the Real Estate Contract or compliance therewith, or as to the financial arrangements involved in the transaction.
6. The undersigned acknowledge that all of the terms, covenants and conditions of the Real Estate Contract have been met, waived or released insofar as they impose any duties or obligations upon Old Republic Title Company of Oklahoma, its officers, employees, agents, successors and assigns.

Date: July 9, 2018

MUSTANG PUBLIC SCHOOLS-


By CHARLES BRADLEY

7-9-18
Date

ASH BUSINESS CENTER, LLC.-


By CURTIS N. CALLAHAN,
MEMBER/MANAGER

7-6-18
Date


By RENEE L. CALLAHAN,
MEMBER/MANAGER

7/6/18
Date

DEPOSITORY INSTRUCTIONS/AUTHORIZATION

Ref: Closing file #18215457

In order to facilitate the closing of the above file, the Undersigned (also referred to as "You" or "Your") does hereby authorize and instruct Old Republic Title Company of Oklahoma - Mustang ("Escrow Agent") to deposit the funds received from You ("Your Funds") or on Your behalf into a bank account ("Escrow Account"). The account shall be in the Escrow Agent's name and will also contain similar deposits from customers conducting real estate transactions.

In order to help keep settlement costs down, Escrow Agent may arrange for the bank to provide it with a number of services at a reduced rate or at no charge and/or may arrange to earn interest on the Escrow Account balance. Interest earned, if any, shall be paid to Escrow Agent. In no event will any such arrangement restrict or limit in any way the disbursement of the Your funds in accordance with the instructions given by You, Your HUD-1 Settlement Statement or Your Closing Statement.

Alternatively, if You expect Your funds would be held in the Escrow Account for a period of time prior to disbursement, You may elect to have interest paid to You by segregating Your funds into a separate interest-bearing account or short-term investment vehicle in Escrow Agent's name for Your benefit. A special arrangement for these types of accounts has been established with a local financial institution. To make this election, contact the Escrow Agent at the number listed below to obtain the necessary forms to be completed (Instruction Form and IRS Form W-9) A fee of \$50.00 will be collected by the Escrow Agent as compensation for processing the documentation, transferring the funds, maintaining the audit/reconciliation records and coordinating the tax documentation.

It is important that You consider the additional costs involved with segregating Your funds because these costs could exceed the interest You earn. To help You estimate the approximate amount of interest You may earn on a segregated account, below are sample calculations at various interest rates. If You should have any questions or are interested in the initial interest rate currently being offered on segregated accounts please contact the Escrow Agent at the number listed below. The actual interest rate will fluctuate periodically with market conditions and may change prior to or during the time Your account is open.

If You elect to segregate Your funds into an interest bearing account or short-term investment vehicle in Escrow Agent's name for Your benefit, You must contact the Escrow Agent and request and complete an Instruction Form and an IRS Form W-9.

If You elect to earn interest, but would like to have Your funds invested in another financial institution and/or another type of interest-bearing investment, please provide us with specific instructions in writing. The fee for these types of accounts will vary, but will be greater than \$50.00.

If You elect to direct the Escrow Agent to deposit Your funds into the Escrow Account please sign below. By signing below You are acknowledging Your agreement to the terms and procedures described above in the first two paragraphs.

BUYERS:

MUSTANG PUBLIC SCHOOLS

 7-9-18
By CHARLES BRADLEY Date

SELLERS:

ASH BUSINESS CENTER, LLC.

 7-6-18
By CURTIS N. CALLAHAN, Date
MEMBER/MANAGER
 7/6/18
By RENEE L. CALLAHAN, Date
MEMBER/MANAGER

SAMPLE CALCULATIONS OF INTEREST

1. ASSUME: \$1,000 will be held for 5 days prior to disbursement and current interest rates are 1%
CALCULATION: $\$1,000 * 5/365 * .01 = \$.14$
2. ASSUME: \$1,000 will be held for 5 days prior to disbursement and current interest rates are 3%
CALCULATION: $\$1,000 * 5/365 * .03 = \$.41$
3. ASSUME: \$1,000 will be held for 5 days prior to disbursement and current interest rates are 5%
CALCULATION: $\$1,000 * 5/365 * .05 = \$.68$
4. ASSUME: \$1,000 will be held for 5 days prior to disbursement and current interest rates are 7%
CALCULATION: $\$1,000 * 5/365 * .07 = \$.96$

Old Republic Title Company of Oklahoma - Mustang
1448 N. Mustang Rd. Suite 100
Mustang, Oklahoma 73064
Phone 405-376-1966

CERTIFICATION OF NON FOREIGN STATUS (Transferor not a Disregarded Entity)

(Entity transferor)

“Section 1445 of the Internal Revenue Code provides that a transferee of a U.S. real property interest must withhold tax if the transferor is a foreign person. For U.S. tax purposes (including section 1445), the owner of a disregarded entity (which has legal title to a U.S. real property interest under local law) will be the transferor of the property and not the disregarded entity. To inform the transferee that withholding of tax is not required upon the disposition of a U.S. real property interest by **ASH BUSINESS CENTER, LLC-**, the undersigned hereby certifies the following on behalf of **ASH BUSINESS CENTER, LLC-**:

1. **ASH BUSINESS CENTER, LLC-** is not a foreign corporation, foreign partnership, foreign trust, or foreign estate (as those terms are defined in the Internal Revenue Code and Income Tax Regulations);
2. **ASH BUSINESS CENTER, LLC-** is not a disregarded entity as defined in § 1.1445-2 (b) (2) (iii);
3. **ASH BUSINESS CENTER, LLC-** U.S. employer identification number is: **20-3005842**
4. **ASH BUSINESS CENTER, LLC-** office address is **1160 W CAROLINA CHERRY WAY MUSTANG, OK 73064**

ASH BUSINESS CENTER, LLC- understands that this certification may be disclosed to the Internal Revenue Service by transferee and that any false statement contained herein could be punished by fine, imprisonment or both.

Under penalties of perjury I declare that I have examined this certification and to the best of my knowledge and belief it is true, correct and complete, and I further declare that I have authority to sign this document on behalf of **ASH BUSINESS CENTER, LLC-**.

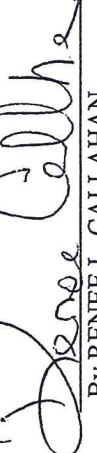
Dated July 9, 2018

ASH BUSINESS CENTER, LLC-

By 
CURTIS N. CALLAHAN
Its MEMBER/MANAGER

Date

7-6-18

By 
RENEE L. CALLAHAN
Its MEMBER/MANAGER

Date

7/6/18

Cert of Non Foreign Status Entity



**TITLE INSURANCE AFFIDAVIT
(Residential)
File #18215457**

STATE OF OKLAHOMA)

SS)

COUNTY OF CANADIAN)

The undersigned states that they are either: the sole owner of title in fee simple or the purchaser of the title in fee simple and will be/are now in possession of the property described as:

Lots EIGHTEEN (18), NINETEEN (19), TWENTY (20), and TWENTY-ONE (21), of Block SEVEN (7), in TOWN OF MUSTANG, Canadian County, Oklahoma, according to the recorded plat thereof.

(hereinafter the “Property”)

1. The Property is improved with a one-to-four family residence and does not have a separate building, garage or apartment used as a second residence.
2. All bills, invoices and charges for work, labor, and services rendered and materials furnished in and for the improvement of the Property have been paid in full.
3. No laborers or materialmen have any claim against the Property regardless whether the claim is filed or unfilled.
4. No conditional bills of sale or financing statements have been filed against any fixtures or chattels attached to or used in connection with the Property.
5. The Property, including all personal property, chattels and fixtures used in connection with the operation of the Property, are now free and clear of all taxes, encumbrances, homeowner's assessments, security interests, special assessments, liens, judgments, bankruptcy proceedings, or charges of any nature, except _____
6. The improvements on the Property are complete in every respect, and no further expense will be incurred for the completion of any improvements which would entitle anyone to file a mechanic's and materialmen's lien.
7. There is no contract for the sale or conveyance of the Property or any part of the Property outstanding other than the contract for sale for which this statement is being made.
8. The undersigned state that there are no unrecorded deeds, mortgages or other conveyances executed by the undersigned or with the knowledge of the undersigned.
9. The undersigned is not aware, and has not been told, that the improvements on the Property violate any building permit, zoning or subdivision law or regulation, or any covenants, conditions or restrictions, except: _____
10. The undersigned is not aware, and has not been told, that the improvements on the Property encroach over any building set-back lines, easements or boundary lines, except: _____
11. The undersigned is not aware, and has not been told, that any person or entity has any rights, easements, licenses or other agreements other than those listed in "Schedule B" of the Commitment for Title Insurance issued for this transaction, allowing them to use, encroach on or travel over any part of the Property, except: _____
12. The undersigned is not aware, and has not been told, that the improvements by any neighbors encroach over the boundary lines of the Property, except for: _____
13. There is actual pedestrian and vehicular access to and from the Property, except for: _____
14. The Property is not subject to any leases and there are no tenants in possession, except:

**If lines are left blank, the undersigned certifies that there are no exceptions to the printed statements.*

Schedule A

TITLE INSURANCE PREMIUMS*

* For policies over \$400,000, add \$2 per \$1,000. For simultaneous issue, add \$50. This is not a complete schedule of rates. These rates are effective as of February 2017 and are subject to change without notice. Additional fees may be charged for endorsements, extra hazardous risk or for difficult or unusual transactions. Please contact an Old Republic Title representative for more information.

INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE	INSURED RATE
\$50.00	\$300														
51,000	304	101.00	503	151.00	653	201.00	777	251.00	877	301.00	977	351.00	977	351.00	1,077
52,000	308	102.00	506	152.00	655	202.00	779	252.00	879	302.00	979	352.00	979	352.00	1,079
53,000	312	103.00	509	153.00	658	203.00	781	253.00	881	303.00	981	353.00	981	353.00	1,081
54,000	316	104.00	512	154.00	660	204.00	783	254.00	883	304.00	983	354.00	983	354.00	1,083
55,000	320	105.00	515	155.00	663	205.00	785	255.00	885	305.00	985	355.00	985	355.00	1,085
56,000	324	106.00	518	156.00	665	206.00	787	256.00	887	306.00	987	356.00	987	356.00	1,087
57,000	328	107.00	521	157.00	668	207.00	789	257.00	889	307.00	989	357.00	989	357.00	1,089
58,000	332	108.00	524	158.00	670	208.00	791	258.00	891	308.00	991	358.00	991	358.00	1,091
59,000	336	109.00	527	159.00	673	209.00	793	259.00	893	309.00	993	359.00	993	359.00	1,093
60,000	340	110.00	530	160.00	675	210.00	795	260.00	895	310.00	995	360.00	995	360.00	1,095
61,000	344	111.00	533	161.00	678	211.00	797	261.00	897	311.00	997	361.00	997	361.00	1,097
62,000	348	112.00	536	162.00	680	212.00	799	262.00	899	312.00	999	362.00	999	362.00	1,099
63,000	352	113.00	539	163.00	683	213.00	801	263.00	901	313.00	1,001	363.00	1,001	363.00	1,101
64,000	356	114.00	542	164.00	685	214.00	803	264.00	903	314.00	1,003	364.00	1,003	364.00	1,103
65,000	360	115.00	545	165.00	688	215.00	805	265.00	905	315.00	1,005	365.00	1,005	365.00	1,105
66,000	364	116.00	548	166.00	690	216.00	807	266.00	907	316.00	1,007	366.00	1,007	366.00	1,107
67,000	368	117.00	551	167.00	693	217.00	809	267.00	909	317.00	1,009	367.00	1,009	367.00	1,109
68,000	372	118.00	554	168.00	695	218.00	811	268.00	911	318.00	1,011	368.00	1,011	368.00	1,111
69,000	376	119.00	557	169.00	698	219.00	813	269.00	913	319.00	1,013	369.00	1,013	369.00	1,113
70,000	380	120.00	560	170.00	700	220.00	815	270.00	915	320.00	1,015	370.00	1,015	370.00	1,115
71,000	384	121.00	563	171.00	703	221.00	817	271.00	917	321.00	1,017	371.00	1,017	371.00	1,117
72,000	388	122.00	566	172.00	705	222.00	819	272.00	919	322.00	1,019	372.00	1,019	372.00	1,119
73,000	392	123.00	569	173.00	708	223.00	821	273.00	921	323.00	1,021	373.00	1,021	373.00	1,121
74,000	396	124.00	572	174.00	710	224.00	823	274.00	923	324.00	1,023	374.00	1,023	374.00	1,123
75,000	400	125.00	575	175.00	713	225.00	825	275.00	925	325.00	1,025	375.00	1,025	375.00	1,125
76,000	404	126.00	578	176.00	715	226.00	827	276.00	927	326.00	1,027	376.00	1,027	376.00	1,127
77,000	408	127.00	581	177.00	718	227.00	829	277.00	929	327.00	1,029	377.00	1,029	377.00	1,129
78,000	412	128.00	584	178.00	720	228.00	831	278.00	931	328.00	1,031	378.00	1,031	378.00	1,131
79,000	416	129.00	587	179.00	723	229.00	833	279.00	933	329.00	1,033	379.00	1,033	379.00	1,133
80,000	420	130.00	590	180.00	725	230.00	835	280.00	935	330.00	1,035	380.00	1,035	380.00	1,135
81,000	424	131.00	593	181.00	728	231.00	837	281.00	937	331.00	1,037	381.00	1,037	381.00	1,137
82,000	428	132.00	596	182.00	730	232.00	839	282.00	939	332.00	1,039	382.00	1,039	382.00	1,139
83,000	432	133.00	599	183.00	733	233.00	841	283.00	941	333.00	1,041	383.00	1,041	383.00	1,141
84,000	436	134.00	602	184.00	735	234.00	843	284.00	943	334.00	1,043	384.00	1,043	384.00	1,143
85,000	440	135.00	605	185.00	738	235.00	845	285.00	945	335.00	1,045	385.00	1,045	385.00	1,145
86,000	444	136.00	608	186.00	740	236.00	847	286.00	947	336.00	1,047	386.00	1,047	386.00	1,147
87,000	448	137.00	611	187.00	743	237.00	849	287.00	949	337.00	1,049	387.00	1,049	387.00	1,149
88,000	452	138.00	614	188.00	745	238.00	851	288.00	951	338.00	1,051	388.00	1,051	388.00	1,151
89,000	456	139.00	617	189.00	748	239.00	853	289.00	953	339.00	1,053	389.00	1,053	389.00	1,153
90,000	460	140.00	620	190.00	750	240.00	855	290.00	955	340.00	1,055	390.00	1,055	390.00	1,155
91,000	464	141.00	623	191.00	753	241.00	857	291.00	957	341.00	1,057	391.00	1,057	391.00	1,157
92,000	468	142.00	626	192.00	755	242.00	859	292.00	959	342.00	1,059	392.00	1,059	392.00	1,159
93,000	472	143.00	629	193.00	758	243.00	861	293.00	961	343.00	1,061	393.00	1,061	393.00	1,161
94,000	476	144.00	632	194.00	760	244.00	863	294.00	963	344.00	1,063	394.00	1,063	394.00	1,163
95,000	480	145.00	635	195.00	763	245.00	865	295.00	965	345.00	1,065	395.00	1,065	395.00	1,165
96,000	484	146.00	638	196.00	765	246.00	867	296.00	967	346.00	1,067	396.00	1,067	396.00	1,167
97,000	488	147.00	641	197.00	768	247.00	869	297.00	969	347.00	1,069	397.00	1,069	397.00	1,169
98,000	492	148.00	644	198.00	770	248.00	871	298.00	971	348.00	1,071	398.00	1,071	398.00	1,171
99,000	496	149.00	647	199.00	773	249.00	873	299.00	973	349.00	1,073	399.00	1,073	399.00	1,173
100,00	500	150.00	650	200.00	775	250.00	875	300.00	975	350.00	1,075	400.00	1,075	400.00	1,175

Schedule B

LENDERS INSPECTION COMPANY
4040 N. TULSA
OKLAHOMA CITY, OK 73144
(405) 947-6804
FAX: (405) 947-6833

OKLAHOMA COUNTY ONLY - Mortgage Inspection/Foundation Survey for PLATTED ADDITIONS..... \$120.00

BETHANY JONES NICHOLS HILLS ARCADIA	HARRAH MUSTANG SPENCER NICOMA PARK	MOORE OKC YUKON	NORMAN WARR ACRES CHOCTAW	THE VILLAGE EDMOND LUTHER	DEL CITY MIDWEST CITY NEWALLA
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EXCEPTIONS PIEDMONT, EL RENO, GUTHRIE AND EDMOND IN LOGAN COUNTY \$130.00

OKLAHOMA COUNTY ONLY Mortgage Inspection/Foundation Survey for METES & BOUNDS..... \$140.00

OUT OF COUNTY - Mortgage Inspection/Foundation Survey for PLATTED ADDITIONS..... \$150.00

MCCLAIN COUNTY, GRADY COUNTY, CRESCENT & UNION CITY (CANADIAN COUNTY) NOBLE (CLEVELAND COUNTY), CASHION (LOGAN COUNTY) ADD \$20

OUT OF COUNTY - Mortgage Inspection/Foundation Survey for METES & BOUNDS..... \$160.00

CLEVELAND, CANADIAN, MCCLAIN, GRADY AND LOGAN COUNTIES MCCLAIN COUNTY, GRADY COUNTY, CRESCENT & UNION CITY (CANADIAN COUNTY) NOBLE (CLEVELAND COUNTY), CASHION (LOGAN COUNTY) ADD \$20

CANADIAN COUNTY NOTES: HINTON ADD \$20, CALUMET ADD \$30, EL RENO AND PIEDMONT (M&B) \$180.00

COMMERCIAL LOANS (unless multiple buildings involved) \$225.00

HALF PRICE ON LAND ONLY

CANCELLATION FEES

OKLAHOMA COUNTY AND ADDITION CITIES ABOVE - Platted Addition \$20.00

OKLAHOMA COUNTY AND ADDITION CITIES ABOVE - Metes & Bounds \$30.00

OUT OF COUNTIES - Platted Additions and Metes & Bounds \$50.00

COMMERCIAL LOANS - Platted Additions and Metes & Bounds \$75.00

PRE - CONS ** ADD ADDITIONAL AMOUNTS SHOWN ABOVE FOR LOGAN AND CANADIAN COUNTIES**

Platted Additions and Metes & Bounds (OKLAHOMA, CANADIAN & CLEVELAND Counties) \$50.00

Platted Additions and Metes & Bounds (ALL OTHER COUNTIES) *EL RENO & PIEDMONT* \$75.00

COMMERCIAL PROPERTIES..... \$125.00

FLOOD CERTIFICATION (NO CANCELLATION) \$40.00

ADD TO EXISTING MORTGAGE INSPECTION \$30.00

PICK-UP CONCRETE (NO CANCELLATION) \$25.00

WRITING LEGAL DESCRIPTION AND/OR EASEMENTS..... \$35.00

We do not go to LEXINGTON, GOLDSBY, PURCELL or WASHINGTON in MCCLAIN COUNTY, CHICKASHA in GRADY COUNTY, COYLE in LOGAN COUNTY, LINCOLN COUNTY, POTTAWATOMIE COUNTY, KINGFISHER COUNTY or CADDO COUNTY.

EFFECTIVE 4/2/2018

Affiliated Business Arrangement Disclosure Statement

To: MUSTANG PUBLIC SCHOOLS-
ASH BUSINESS CENTER, LLC.-
Date: 07/09/2018

From: OLD REPUBLIC TITLE COMPANY OF OKLAHOMA
File No.: 18215457

Property: 1024 S SNYDER DRIVE, MUSTANG, OK 73064

This is to give you notice that **OLD REPUBLIC TITLE COMPANY OF OKLAHOMA** has a business relationship with Old Republic National Title Insurance Co, eRecording Partners Network, LLC, American Guaranty Title Insurance Company and Lenders Inspection Company. Old Republic Title Company of Oklahoma, Old Republic National Title Insurance Company, eRecording Partners Network, LLC, American Guaranty Title Insurance Company and Lenders Inspection Company are affiliated companies as all are owned by a common parent company. Because of this relationship, this referral may provide Old Republic Title Company of Oklahoma a financial or other benefit.

Attached are the estimated charge or range of charges for the settlement services listed. You are NOT required to use the listed provider(s) as a condition for purchase, sale, or refinance of the subject property. THERE ARE FREQUENTLY OTHER SETTLEMENT SERVICE PROVIDERS AVAILABLE WITH SIMILAR SERVICES. YOU ARE FREE TO SHOP AROUND TO DETERMINE THAT YOU ARE RECEIVING THE BEST SERVICES AND THE BEST RATE FOR THESE SERVICES.

Old Republic National Title Insurance Company- Insurance Premiums are set forth on the attached Schedule A
American Guaranty Title Insurance Company- Insurance Premiums are set forth on the attached Schedule A
Lenders Inspection Company- Charges are set forth on the attached Schedule B
eRecording Partners Network, LLC- Recording service fees are \$4.00 per instrument

ACKNOWLEDGMENT

I/we have read this disclosure form, and understand that **OLD REPUBLIC TITLE COMPANY OF OKLAHOMA** is referring me/us to purchase the above-described settlement service(s) and may receive a financial or other benefit as the result of this referral.

MUSTANG PUBLIC SCHOOLS-


By CHARLES BRADLEY

7-9-18
Date

ASH BUSINESS CENTER, LLC.-


By CURTIS NICALLAHAN

7-6-18
Date


By RENEE L. CALLAHAN

7/26/18
Date

The undersigned agrees to indemnify and hold harmless the title insurance underwriter from any loss, liability, costs and expenses, including attorney's fees, to enforce this agreement, resulting from any errors or incorrectness of this affidavit, or other matters currently affecting or that may affect the title to the land before the recordation of the conveyance or mortgage, which were caused by the undersigned.

The undersigned makes the above statements regarding the described real property for the purpose of inducing the lender to make final disbursement of the proceeds of its loan and the title insurance underwriter to issue its title insurance policy which may provide coverage as to the items set out above and that the statements made herein are true and correct to my knowledge.

ASH BUSINESS CENTER, LLC.-

By Curtis N. Callahan, MEMBER/MANAGER

By Renée L. Callahan, MEMBER/MANAGER

State Of Oklahoma }
 } ss
County Of CANADIAN }

Before me, a Notary Public in and for this State, on this **6th day of July, 2018**, personally appeared **CURTIS N. CALLAHAN** and **RENEE L. CALLAHAN, MEMBER/MANAGER** and **MEMBER/MANAGER**, on behalf of **ASH BUSINESS CENTER, LLC.-**, to me known to be the identical person (s) who executed the within and foregoing instrument, and acknowledged to me that (he/she/they) executed the same as (his/her/their) free and voluntary act and deed, for the use and purposes therein set forth on behalf of said limited liability company.

Notarial Stamp Or Seal (Or Other Title Or Rank) Sandra L. Ricketts
Signature Of Notary Public Or Other Official

MUSTANG PUBLIC SCHOOLS-

By Charles Bradley
By CHARLES BRADLEY,

State Of Oklahoma }
 } ss
County Of CANADIAN }

Before me, a Notary Public in and for this state, on this **6th day of July, 2018**, personally appeared **CHARLES BRADLEY**, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____ and acknowledged to me that (he/she/they) executed the same as (his/her/their) free and voluntary act and deed, of such corporation, for the uses and purposes therein set forth.

Notarial Stamp Or Seal (Or Other Title Or Rank) Sandra L. Ricketts
Signature Of Notary Public Or Other Official

American Guaranty Title Insurance Company

BUYERS/BORROWERS STATEMENT

File # 18215457

STATE OF OKLAHOMA)
) ss
COUNTY OF CANADIAN)

The undersigned, being duly sworn, upon oath states that (he/she/they) (is/are) the purchaser(s) or sole Owner(s) of title in fee simple and (is/are/will be) in possession of the Premises involved in the above-referenced file no.; and

THAT the undersigned certifies (certify) as follows:

1. That the undersigned (is/are) the mortgagor(s) in a certain encumbrance on the Premises involved in the above-referenced file no., the lien of which is to be guaranteed by American Guaranty Title Insurance Company.
2. That said encumbrance and the note(s) or bonds and interest secured thereby are good and valid; and that this certification is made for the purpose of better enabling the legal holder(s) of said notes or bonds to sell, pledge or otherwise dispose of the same freely at any time, and so as to insure the purchaser(s) or pledge(s) thereof, against any claim of defense thereto by the maker(s) thereof, their heirs, personal representatives, successors or assigns.
3. That the improvements placed on said Premises are satisfactory and have been completed in accordance with agreed plans and specifications and nothing further remains to be performed.
(NOTE: If there are any exceptions, state them here: _____)
4. That no contract of any kind has been made, nor anything done, suffered or permitted, in relation to said land or any building thereon or improvements thereof, by the undersigned, or to the knowledge of the undersigned, in consequence of which any Mechanic's and Materialmen's Lien or claim may be enforced against said land, building thereon or improvements thereof.
5. That the undersigned is in or will go into possession of said Premises; that no contract has been entered into for the sale of said Premises by the undersigned and that there is no outstanding unrecorded deed, mortgage or other conveyance thereof executed by the undersigned or to the knowledge of the undersigned.
(NOTE: If there are any exceptions, state them here: _____)
That the undersigned made the above statements for the purpose of inducing the lender to make final disbursements of the proceeds of its loan and American Guaranty Title Insurance Company, or it's agent to issue its Title Policy.
6. The undersigned purchaser directs American Guaranty Title Insurance Company to retain possession of the abstract to the premises and to provide or obtain storage for said abstract. If the property is subject to a Mortgage, the undersigned must obtain written approval from the Mortgage holder to obtain possession of the abstract.

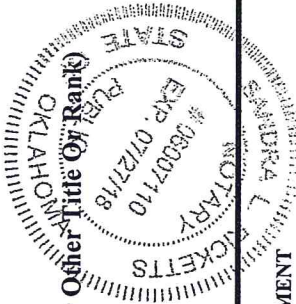
Dated: 07/09/2018

MUSTANG PUBLIC SCHOOLS-


By CHARLES BRADLEY,

STATE OF OKLAHOMA }
 } ss
COUNTY OF CANADIAN }

Before me, a Notary Public in and for this state, on this 9th day of July, 2018, personally appeared CHARLES BRADLEY to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Acting Superintendent, of MUSTANG PUBLIC SCHOOLS-, and acknowledged to me that he executed the same as his free and voluntary act and deed, of such corporation, for the uses and purposes therein set forth.




Signature Of Notary Public Or Other Official

(Limited Liability Company)

That **ASH BUSINESS CENTER, LLC**- party(IES) of the first part, in consideration of the sum of **TEN AND NO/100** dollars, and other valuable considerations, in hand paid, the receipt of which is hereby acknowledged, do(ES) hereby grant, bargain, sell and convey unto **MUSTANG PUBLIC SCHOOLS**- party of the second part the following described real property and premises situated in **Canadian** County, State of Oklahoma, to-wit:

LESS AND EXCEPT any interest in and to all of the oil, gas and mineral rights which have been previously conveyed or reserved of record and subject to easements, restrictive covenants and rights of way of record.

**TAXES TO:
MUSTANG PUBLIC SCHOOLS-
906 S HEIGHTS DRIVE MUSTANG, OK 73064**

TO HAVE AND TO HOLD said described premises unto the said party(IES) of the second part, heirs and assigns forever free, clear and discharged of and from all former grants, charges, taxes, judgments, mortgages and other liens and encumbrances of whatsoever nature.

ASH BUSINESS CENTER, LLC.-
By  CURTIS N. CALLAHAN, MEMBER/MANAGER
By  RENEE L. CALLAHAN, MEMBER/MANAGER

STATE OF OKLAHOMA }
COUNTY OF CANADIAN } ss
}

Before me, a Notary Public in and for this State, on this 6th day of July, 2018 personally appeared **CURTIS N. CALLAHAN** and **RENEE L. CALLAHAN** as **MEMBER/MANAGER** and **MEMBER/MANAGER**, on behalf of **ASH BUSINESS CENTER, LLC-**, to me known to be the identical person (s) who executed the within and foregoing instrument, and acknowledged to me that they executed the same as **their** free and voluntary act and deed, for the use and purposes therein set forth on behalf of said limited liability company.

Notarial Stamp Or Seal (Or Other Title Or Rank)

File # 18215457

