Owasso Board of Education Regular Meeting
Monday, June 10, 2024 6:30 PM Central

Board of Education Conference Room of the
Dale C. Johnson Education Service Center
1501 N Ash St.
Owasso, Oklahoma 74055

I. **Call to Order and Roll Call**

Attendance Taken at 6:30 PM.

Brent England:	Present
Neal Kessler:	Present
Rhonda Mills:	Present
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Present: 3, Absent: 2.

II. **Special Recognition/Pledge of Allegiance**

III. **Reports to the Board**

A. Superintendent - Dr. Margaret Coates Dr. Coates expressed gratitude and appreciation for a successful 23-24 school year. She reported SPARK summer enrichment camps are off to a great start with lots of variety being offered. The district's new website has been launched thanks to the communications department. She gave a brief legislative update stating the new intra-district transfers bill passed, and we will be working to get policies in place for that over the summer.

B. Teaching and Learning - Mr. Mark Officer Mr. Officer shared that there are 200 students registered for the elementary summer reading program. 250 secondary students are enrolled in the credit recovery program for the summer. Special Services in serving 11 students with special education programs and related services during the summer.

C. District Services - Mr. Kerwin Koerner Mr. Koerner gave a summer projects update, including replacing carpet at the 7th Grade Center, painting at Hodson Elementary and refinishing the gym floor at Stone Canyon Elementary. The summer feeding program is at Mills Elementary and is available to any student 18 years old and younger. Construction is ongoing on the track renovation project.

D. Continuous Strategic Improvement (CSI) - Goal Area #4 Ram Resources: Mr. Russell Thornton Mr. Thornton shared progress in Goal Area 4: Ram Resources. The district level advisory team met six times over the 23-24 school year. They identified existing student clubs and programs, determined goals and objectives for clubs and programs and researched additional clubs and programs needed to enhance student leadership. The Long Range Planning committee completed the 23-24 Long Range Facilities Planning process and there is a written plan in place. Technology recently refreshed all laptops for Administrators, upgraded 211 interactive displays and is currently vetting a new phone system. A transportation improvement plan has been implemented using a bus stop GPS system.

IV. **Comments from the Public Regarding Agenda Items**

Each individual will have five (5) minutes to share their remarks related to the specific agenda item identified by the individual when signing up to speak. The total time allotted to comments from the public regarding the agenda will not exceed fifteen (15) minutes.

There were no comments from the public regarding agenda items.

V. **Consent Agenda:** Board to consider and take possible action on the following consent agenda items. (Dr. Coates)

Motion to approve consent agenda items V.A. through V.F.i with the exception of item V.B.v. Superior Vision Consulting which will be tabled. This motion, made by Neal Kessler and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

A. Minutes of Regular Meeting May 13, 2024

B. Teaching and Learning

   i. Out of State Student Activity Trips

   ii. Connected Kids, Inc. for the purpose of continuing a trauma-responsive early childhood program that supports the needs of young learners across nine elementary sites for the 2024-2025 school year at a cost of $62,100.00 as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

   iii. Agreement with Cain's Ballroom for the Owasso High School Prom on April 12, 2025 for the 2024-2025 school year at a cost of $5,000.00, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

   iv. Agreement with Cain's Ballroom for the Owasso High School Prom on April 11, 2026 for the 2025-2026 school year at a cost of $9,000.00, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

   v. Contract with Superior Vision Consulting for the 2024-2024 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract

   vi. Contract with Tulsa Technology Center for Educational Services, Tulsa Tech Career Center Academy Program (TTCA) (A Dropout Recovery/Dropout Prevention Program) or Tulsa Tech Aerospace Academy Program (TTAA) for the 2024-2025 school year at a cost of $1,750.00 per student accepted for the TTAA or TTCA program as outlined in the attachment and authorize the Superintendent or designee to execute the Contract

vii. Contract with Integrative Physical Therapy, P.C. for the 2024-2025 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract
viii. Contract with Beth Anne Manipella, O.T., to provide Occupation Therapy Services for the 2024-2025 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract
ix. Contract with Function 1st Therapies for the 2024-2025 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract

C. District Services
i. Memorandum of Understanding (MOU) with Youth Services of Tulsa for Substance Abuse Services for the 2024-2025 school year at a cost of $5,000, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU.
ii. Contract with ECT for district-wide Heating, Ventilation and Air Conditioning Service for the 2024-2025 school year at a cost of $550,000, as outlined in the attachment and authorize the Superintendent or designee to execute the Contract
iii. Service agreement with American Waste Control for trash removal services for the 2024-2025 school year at a cost of $5,276.76 per month as outlined in the attachment, and authorize the Superintendent or designee to execute the Contract
iv. Service Agreement with Schindler Elevator Corporation for elevator maintenance services for the 2024-2025 school year at a cost of $5,896.32 per year as outlined in the attachment, and authorize the Superintendent or designee to execute the Contract
v. Service Agreement with Otis Elevator Company for elevator service and maintenance services for the 2024-2025 school year at a cost of $5,896.32 per year as outlined in the attachment, and authorize the Superintendent or designee to execute the Contract
vi. Service Agreement with TEAM Professional Services, Inc. for drug testing services for the 2024-2025 school year at a cost as outlined in the attachment and authorize the Superintendent or designee to execute the agreement
vii. Contract with Sodexo for Food Management Services for the 2024-2025 school year at a cost as outlined in the attachment and authorize the Superintendent or designee to execute the Contract
viii. Contract with JD Young for Copier and Printing Maintenance Services for the 2024-2025 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract

D. Technology
i. Current capacity numbers for transfer students

E. Finance
i. Purchase orders (encumbrances) and changes to encumbrances for May 2024 2023-2024 General Fund #1696-1755 (Vendors) $46,404.63

2023-2024 General Fund Net Change Orders $475.00
2023-2024 Building Fund #88-93 Vendors) $41,400.00
2023-2024 Bond Fund 31 #415-428 (Vendors) $874,328.19
2023-2024 Bond Fund 39 #29 (Vendors) $1,000.00

ii. Activity Financial Report for May 2024
iii. Activity Account Change Requests
iv. Activity Account Budgets 2024-2025
v. 2024-2025 Sanctioning Applications
vi. Consession Contracts with Owasso Boosters for the rights to operate the Concession stand for the 2024-2025 school year at a cost of 10%of the Club's concession profits, as outlined in the attachment and authorize the Superintendent or designee to execute the Concession Contract
vii. Service Contract with Alexandria Wood, RD/LD, CDCES as a sports nutrition
consultant for the 2024-2025 school year at a cost of $10,620, as outlined in the
attachment and authorize the Superintendent or designee to execute the Service
Contract.
viii. Memorandum of Understanding with KCD Enterprises for live radio broadcast of
athletic events for the 2024-2025 school year at a cost of $17,900, as outlined in the
attachment and authorize the Superintendent or designee to execute the MOU.
ix. Memorandum of Understanding with Gallagher Talent, LLC for providing advertising rights for the Owasso Sports Network webcasts and live radio broadcasts for the 2024-2025 school year, at a donation of 50% of the gross revenues of advertising generated by the broadcasts, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU
x. Memorandum of Understanding with Trinity Media Group, LLC dba Vype Oklahoma for media rights and usage on behalf of media advertisers and commercial sponsors for OPS for the 2024-2025 school year at a donation no less than $9,000 during the term and share revenue at 30% after the material costs are considered, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

F. Human Resources
i. Transitions

VI. **Teaching and Learning** - Mark Officer

A. Board to consider and take possible action on the proposed edits, changes, and additions to Policy #1.60 District Parent and Family Engagement Policy as outlined in the attachment
Motion to approve action on the proposed edits, changes, and additions to Policy #1.60 District Parent and Family Engagement Policy as outlined in the

attachment. This motion, made by Neal Kessler and seconded by Rhonda Mills, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

B. Board to consider and take possible action on the proposed edits, changes, and additions to the 2024-2025 Student Handbooks: Elementary, 6th,7th,8th Grade, Owasso Ram Academy, and Owasso High School, as outlined in the attachments

Motion to approve the proposed edits, changes, and additions to the 2024-2025 Student Handbooks: Elementary, 6th,7th,8th Grade, Owasso Ram Academy, and Owasso High School, as outlined in the attachments. This motion, made by Neal Kessler and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

C. Board to consider and take possible action on the Memorandum of Understanding with American College of Education for principal/building administrator practicum experience opportunities for the 2024- 2025 school year at a cost of $0.00, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

Motion to approve the Memorandum of Understanding with American College of Education for principal/building administrator practicum experience opportunities for the 2024-2025 school year at a cost of $0.00, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU. This motion, made by Brent England and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

D. Board to consider and take possible action on the proposed edits, changes, and additions to the SPARK Employee Handbook, as outlined in the attachment

Motion to approve the proposed edits, changes, and additions to the SPARK Employee Handbook, as outlined in the attachment. This motion, made by Neal Kessler and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

E. Board to consider and take possible action on the proposed edits, changes, and additions to the SPARK Parent Handbook, as outlined in the attachment
Motion to approve the proposed edits, changes, and additions to the SPARK Parent Handbook, as outlined in the attachment. This motion, made by Brent England and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

F. Board to consider and take possible action on the Commercial Services Agreements with Cox Business for analog lines for all 10 SPARK Program locations for the 2024-2025 school year at a cost of $3,000.00 annually, as outlined in the attachments and authorize the Superintendent or designee to execute the Commercial Services Agreement
Motion to approve the Commercial Services Agreements with Cox Business for analog lines for all 10 SPARK Program locations for the 2024-2025 school year at a cost of $3,000.00 annually, as outlined in the attachments and authorize the Superintendent or designee to execute the Commercial Services Agreement. This motion, made by Neal Kessler and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

G. Board to consider and take possible action on the Provider Agreement with Conduent for equipment for the subsidized attendees for the SPARK program for the 2024- 2025 school year at a cost of $0.00, as outlined in the attachment Provider Agreement
Motion to approve the Provider Agreement with Conduent for equipment for the subsidized attendees for the SPARK program for the 2024- 2025 school

year at a cost of $-0-, as outlined in the attachment Provider Agreement. This motion, made by Neal Kessler and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

VII. **District Services -** Kerwin Koerner

A. Board to consider and take possible action on the proposed edits, changes, and additions to Policy # 5.01 Administration of Medicine to Students, as outlined in the attachment

Motion to approve the proposed edits, changes, and additions to Policy #5.01 Administration of Medicine to Students, as outlined in the attachment. This motion, made by Brent England and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

VIII. **Finance** - Phillip Storm

A. Board to consider and take possible action on the Treasurer's Report for May 2024

Motion to approve the Treasurer's report for May 2024. This motion, made by Neal Kessler and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

B. Board to consider and take possible action on the Contract with Shielding Resources

Group, Inc. as a Volleyball Sponsor for the 2024- 2025 school year at a donation of $1,000 as outlined in the attachment and authorize the Superintendent or designee to execute the Contract.

Motion to approve the Contract with Shielding Resources Group, Inc. as a Volleyball Sponsor for the 2024- 2025 school year at a donation of $1,000 as outlined in the attachment and authorize the Superintendent or designee to execute the Contract. This motion, made by Neal Kessler and seconded by Brent England, passed.

Brent England:	Yea

Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

C. Board to consider and take possible action on the Contract with Shielding Resources Group, Inc. for sponsorship advertising for the 2024-2025 school year at a donation of $11,000 as outlined in the attachment and authorize the Superintendent or designee to execute the Contract.
Motion to approve the Contract with Shielding Resources Group, Inc. for sponsorship advertising for the 2024-2025 school year at a donation of $11,000 as outlined in the attachment and authorize the Superintendent or designee to execute the Contract. This motion, made by Brent England and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

D. Board to consider and take possible action on a renewal quote for workers compensation insurance for fiscal year 2024-2025 at a total cost of $239,882 with Oklahoma School Assurance Group (OSAG)
Motion to approve Board to consider and take possible action on a renewal quote for workers compensation insurance for fiscal year 2024-2025 at a total cost of $239,882 with Oklahoma School Assurance Group (OSAG). This motion, made by Brent England and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

E. Board to consider and take possible action on a renewal quote & resolution for property, casualty, and liability insurance for fiscal year 2024-2025 at a total cost of $1,763,728 with Oklahoma Schools Insurance Group (OSIG)
Motion to approve a renewal quote & resolution for property, casualty, and liability insurance for fiscal year 2024-2025 at a total cost of $1,763,728 with Oklahoma Schools Insurance Group (OSIG). This motion, made by Neal Kessler and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea

Rhonda Mills: Yea
Stephanie Ruttman: Absent
Forrest Turpen: Absent
Yea: 3, Nay: 0, Absent: 2

F. Board to consider and take possible action on the proposed 2024-2025 support salary schedules
Motion to approve the proposed 2024-2025 support salary schedules. This motion, made by Neal Kessler and seconded by Brent England, passed.
Brent England: Yea
Neal Kessler: Yea
Rhonda Mills: Yea
Stephanie Ruttman: Absent
Forrest Turpen: Absent
Yea: 3, Nay: 0, Absent: 2

G. Board to consider and take possible action on proposed administrative salary scales for 2024-2025
Motion to approve the proposed administrative salary scales for 2024-2025. This motion, made by Brent England and seconded by Neal Kessler, passed.
Brent England: Yea
Neal Kessler: Yea
Rhonda Mills: Yea
Stephanie Ruttman: Absent
Forrest Turpen: Absent
Yea: 3, Nay: 0, Absent: 2

IX. **Executive Session**

A. Vote to convene into executive session for the purpose of discussing the hiring of one Ator Elementary Assistant Principal and one Bailey Elementary Assistant Principal as authorized by Okla.Stat.Tit.25§307(B)(1).
Motion to convene into executive session at 7:20p.m. for the purpose of discussing the hiring of one Ator Elementary Assistant Principal and one Bailey Elementary Assistant Principal as authorized by Okla.Stat.Tit.25§307(B)(1). This motion, made by Brent England and seconded by Neal Kessler, passed.
Brent England: Yea
Neal Kessler: Yea
Rhonda Mills: Yea
Stephanie Ruttman: Absent
Forrest Turpen: Absent
Yea: 3, Nay: 0, Absent: 2

B. Acknowledge return to Open Session Acknowledge return to Open Session at 7:34p.m.

C. Statement of Executive Session Minutes

During the executive session, the members of the Board of Education who were present were Rhonda Mills, Neal Kessler and Brent England. Also present during the executive session was Dr. Margaret Coates and Mr. Mark Officer. During the executive session, board members discussed the hiring of one Ator Elementary Assistant Principal and one Bailey Elementary Assistant Principal. Nothing else was discussed, and no votes were taken. This will constitute the minutes of the executive session.

X. Board to consider and take possible action to hire one individual for Ator Elementary Assistant Principal

Motion to approve hiring Ms. Kalissa Stang as the Ator Elementary Assistant Principal. This motion, made by Neal Kessler and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

XI. Board to consider and take possible action to hire one individual for Bailey Elementary Assistant Principal

Motion to hire Mr. Kristian Stitt as the Bailey Elementary Assistant Principal. This motion, made by Brent England and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Absent

Yea: 3, Nay: 0, Absent: 2

XII. **New Business** There was no new business.

XIII. **Comments from the Public Regarding Non-Agenda Items**

Each individual will have five (5) minutes to share their remarks related to the specific non-agenda item received in writing by the board minutes clerk seven (7) days prior to the board meeting date. The total time allotted to comments from the public regarding non-agenda items will not exceed fifteen (15) minutes.

A. Randy Peper

XIV. **Vote to Adjourn**

Motion to adjourn at 7:47p.m. This motion, made by Brent England and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent

Forrest Turpen: Absent

Yea: 3, Nay: 0, Absent: 2

Owasso Board of Education Regular Meeting
Monday, May 13, 2024 6:30 PM Central

Board of Education Conference Room of the
Dale C. Johnson Education Service Center
1501 N Ash St.
Owasso, Oklahoma 74055

I. **Call to Order and Roll Call**
Attendance Taken at 6:30 PM.

Brent England:	Present
Neal Kessler:	Present
Rhonda Mills:	Present
Stephanie Ruttman:	Absent
Forrest Turpen:	Present

Present: 4, Absent: 1.

II. **Special Recognition/Pledge of Allegiance** - Dr. Sarah Vann, Jeremiah Ziba and Brynlee Marler

III. **Special Recognition** - Mr. Chris Barber - State Fine Arts Excellence Award Recipients

IV. **Special Recognition -** Mr. Mark Officer - Ashlyn Stephenson - Academic All State

V. **Reports to the Board**

A. Superintendent - Dr. Margaret Coates Dr. Coates reported the Communications team has been working diligently behind the scenes to launch a new district website on June 3, 2024. She shared that our E-rate funding has been approved for the 24-25 school year. Dr. Coates gave a brief legislative update which included the possibility of additional funding in the budget for education. She shared that our Negotiations team will be meeting later this week to exchange a list of items for negotiations for the 24-25 school year.

B. Teaching and Learning - Mr. Mark Officer The Teaching and Learning report was presented by Ashley Hearn due to Mr. Officers absence. She shared that our Kindergarten Kickstart went great and had just under 300 kids attend for pre-screening. She reported that State Testing is over and Graduation is next Tuesday. She shared that the Special Olympics send off would be on Wednesday morning. Chris Barber shared that all the Fine Arts competitions are wrapping up and our Choirs and Bands all received Superior ratings. The new Art Installation showcases the Best of Show winners.

C. District Services - Mr. Kerwin Koerner Mr. Koerner reported the District Services team has been working to repair a few roof leaks across the district due to the heavy volume of rain recently. He shared work tickets for leaks have decreased dramatically over the last few years. Mr. Knowlton gave a brief update on the track renovation project, noting a few of the completed milestones which include the north road subgrade, the north site storm drainage and the relocation of the lighting.

D. Continuous Strategic Improvement (CSI) - Goal Area #3 Ram Community Culture - Mr. Kerwin Koerner Mr. Koerner reported the school security officers at each site has been a great success and the program has been well received. Risk vulnerability assessments will continue to be reviewed each summer to provide additional information and feedback on needs. The

Report and Stop Bullying Program will be expanded next year to include additional stakeholders to insure we are consistently across the district following current procedures.

VI. **Comments from the Public Regarding Agenda Items**
Each individual will have five (5) minutes to share their remarks related to the specific agenda item identified by the individual when signing up to speak. The total time allotted to comments from the public regarding the agenda will not exceed fifteen (15) minutes.
There were no comments from the public regarding agenda items.

VII. **Consent Agenda:** Board to consider and take possible action on the following consent agenda items. (Dr. Coates)
Motion to approve Consent Agenda Items VI.A through VI.G.i. with the exception of item xii. Connected Kids, Inc. which will be presented at a later date. This motion, made by Rhonda Mills and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

A. Minutes of Regular Meeting April 8, 2024

B. Minutes of Special Meeting April 22, 2024

C. Teaching and Learning

i. Out of State Student Activity Trips

ii. Memorandum of Understanding (MOU) with Horizon: Digitally Enhanced Campus for student access to Edgenuity curriculum content for the 2024-2025 school year at a cost of $40,800.00, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

iii. Memorandum of Understanding (MOU) with Oral Roberts University for their Teacher Education Program for the 2024- 2025 school year at a cost of $0.00 as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

iv. Memorandum of Understanding (MOU) with Northeastern State University for college education majors to complete their student teaching portion of their education in traditional student internships for the 2024-2025 school year at a cost of $0.00 as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

v. Memorandum of Understanding (MOU) with Tulsa Community College for Owasso HS students to participate in the Concurrent Enrollment Program for the 2024-2025 school year at a cost of $0.00 to the school district, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

vi. Agreement/Contract with Spears Travel for travel arrangements for OPS employees for the 2024-2025 school year with a fee schedule, as outlined in the attachment and authorize the Superintendent or designee to execute Agreement/Contract

vii. License subscription quote with Brain Pop for full access to supplemental digital curriculum modules for elementary students at our 9 elementary schools and the 6th Grade Center for the 2024-2025 school year at a cost of $36,855.00, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

viii. Student Enrollment Verification Letter for the 2024-2025 school year for our 3-year agreement with Amplified IT for Google Workspace for Education, as outlined in the attachment and authorize the Superintendent or designee to execute the letter

ix. License agreement with World Book for district access to Online World Book for the 2024-2025 school year at a cost of $8,643.60, as outlined in the attachment and authorize the Superintendent or designee to execute the license agreement

x. Memorandum of Understanding (MOU) with Oklahoma State University to provide college education majors with field/clinical experience and internships for the 2024-2025 school year at a cost of $0.00 as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

xi. Memorandum of Understanding (MOU) with Oklahoma Baptist University for college education majors to complete their student teaching portion of their education in traditional student internships for the 2024-2025 school year at a cost of $0.00 as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

xii. Contract agreement with Connected Kids, Inc for the purpose of continuing a trauma-responsive early childhood program that supports the needs of young learners across nine elementary sites for the 2024-2025 school year at a cost of $69,600.00, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement
This item was removed from the Consent Agenda.

xiii. Contract with Mobilized Vision, LLC for orientation and mobility services for the 2024-2025 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract

xiv. Contract with Sebastian Lantos, LLC to provide Interpreting and Translating Services for the 2024-2025 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract

xv. MOU with Southwestern Oklahoma State University School Psychology Program, to provide on-site school psychology experiences to candidates who are enrolled in the Educational Specialist Degree Program in School Psychology 2024-2025 school year at a cost of $0.00 and authorize the Superintendent or designee to execute the MOU

xvi. MOU with Grand Mental Health to provide group and individual counseling and other services for the 2024-2025 school year at a cost of $0.00 and authorizes the Superintendent or designee to execute the Agreement

xvii. Memorandum of Understanding with A New Leaf, Inc. to provide the Autism Works program for students at Owasso Public Schools for the 2024-2025 school year at a cost of $0.00 as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

xviii. Agreement with State of Oklahoma, Department of Rehabilitation Services, Transition School-To-Work: Work Study for the 2024-2025 school year at a cost of $0.00 as outlined in the attachment and authorize the Superintendent or designee to execute the Agreement

D. District Services

i. Memorandum of Understanding (MOU) with Owasso Police Department for School Resource Officers for the 2024-2025 school year at a cost of $160,000, as outlined in the attachment and authorizing the Superintendent or designee to execute the MOU

ii. Memorandum of Understanding (MOU) with Owasso Police Department for K-9 Narcotics Control for the 2024-2025 school year at a cost of $10,000, as outlined in the attachment and authorizing the Superintendent or designee to execute the MOU

iii. Agreement with Imperial for vending services for the 2024-2025 school year as outlined in the attachment and authorize the Superintendent or designee to execute the Agreement

iv. Agreement with The University of Oklahoma College of Nursing for nursing interns for the 2024-29 school years at a cost of $0.00, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

E. Technology

i. Surplus of items listed on the attachment titled Technology Surplus Items May 2024

ii. Quote from United Systems for renewal of support for DELL S-Series Switches for the 2024-2025 school year at a cost of $21,191.52, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

iii. Quote from United Systems for a 3-year renewal of licensing and support for VMWare VSphere Foundation and VMWare VSAN for VSphere Foundation and Cloud Foundation for the 2024-2027 school years at a cost of $164,547.20, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

F. Finance

i. Purchase orders (encumbrances) and changes to encumbrances for April 2024
2023-2024 General Fund #1535-1695 (Vendors) $192,529.02
2023-2024 General Fund Net Change Orders $108.51
2023-2024 Building Fund #85-87 (Vendors) $11,500.00
2023-2024 Building Fund Net Change Orders $10,000.00
2023-2024 Child Nutrition Fund #60-64 (Vendors) $98,407.78
2023-2024 Bond Fund 31 #395-414 (Vendors) $380,373.82
2023-2024 Bond Fund 35 #9 (Vendors) $4,800.00

ii. Activity Financial Report for April 2024

iii. Activity Account Transfers

iv. Membership Dues for Oklahoma State School Board Association for the 2024-2025 school year at a cost of $5,026.00, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

v. Annual Subscription renewal with Oklahoma State School Board Association for Policy Services Subscription for the 2024-2025 school year at a cost of $1,200.00, as outlined in the attachment and authorize the Superintendent to execute the agreement

vi. Annual Subscription Renewal with Oklahoma State School Board Association for Assemble Meetings for the 2024-2025 school year at a cost of $3,000.00, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

vii. Employment Services Agreement with Oklahoma State School Board Association for 2024-2025 at a cost of $4,025 for unemployment claims management as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

viii. Contract with Frontline for Human Resources software applications for 2024-2025 at a cost of $73,272.97 as outlined in the attachment and authorize the superintendent or designee to execute the contract

ix. Agreement with Sylogist for Financial Accounting software applications for 2024-2025 at a cost of $44,084.26 as outlined in the attachment and authorize the superintendent or designee to execute the contract

G. Human Resources

i. Transitions

VIII. **Communications/Superintendent** - Dr. Margaret Coates

A. Board to consider and take possible action on the Service Agreement with Principal Matters, LLC for facilitating professional development with administrative and building leaders for the 2024 -2025 school year at a cost of $4,000, as outlined in the attachment and authorize the Superintendent or designee to execute the Service Agreement. (Dr. Coates)
Motion to approve Service Agreement with Principal Matters, LLC for facilitating professional development with administrative and building leaders for the 2024 -2025 school year at a cost of $4,000, as outlined in the attachment and authorize the Superintendent or designee to execute the Service Agreement. This motion, made by Neal Kessler and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

B. Board to consider and take possible action on the Agreement with Shangri-La for professional development services for the 2024-2025 school year at a cost of $360.00, as outlined in the attachment and authorize the Superintendent or designer to execute the Agreement (Dr. Coates)
Motion to approve the Agreement with Shangri-La for professional development services for the 2024-2025 school year at a cost of $360.00, as outlined in the attachment and authorize the Superintendent or designer to execute the Agreement. This motion, made by Rhonda Mills and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

C. Board to consider and take possible action on the 2025-2026 School Calendar (Jordan Korphage)
Motion to approve the 2025-2026 School Calendar. This motion, made by Rhonda Mills and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

IX. **Teaching and Learning** -Mark Officer

A. Board to review Policy #1.60 District Parent and Family Engagement Policy for first reading. Edits, changes, and additions to the policy are outlined in the attachment.

B. Board to consider and take possible action on the SPARK program Subsidy Contract Letter verifying that Melissa Zumwalt is responsible for the subsidy contract for the Owasso Public School SPARK before and after care program, as outlined in the attachment and authorize the Superintendent or designee to execute the letter
Motion to approve the SPARK program Subsidy Contract Letter verifying that Melissa Zumwalt is responsible for the subsidy contract for the Owasso Public School SPARK before and after care program, as outlined in the attachment and authorize the Superintendent or designee to execute the letter. This motion, made by Neal Kessler and seconded by Rhonda Mills, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

C. Board to consider and take possible action on a Contract with Erica McQuiddy to provide an independent educational evaluation for an Owasso public school student at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract and Addendum
Motion to approve Board to consider and take possible action on a Contract with Erica McQuiddy to provide an independent educational evaluation for an Owasso public schools student at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract and Addendum. This motion, made by Neal Kessler and seconded by Rhonda Mills, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

X. **District Services -** Kerwin Koerner

A. Safe and Healthy Schools Report - Paul Croft

B. Board to review Policy #5.01 Administration of Medicine to Students for first reading. Edits, changes, and additions to the policy are outlined in the attachment

C. Board to consider and take possible action on the proposed edits, changes, and additions to Policy # 1.88 Therapy Dogs in Schools, as outlined in the attachment
Motion to approve the proposed edits, changes, and additions to Policy # 1.88 Therapy Dogs in Schools, as outlined in the attachment. This motion, made by Neal Kessler and seconded by Rhonda Mills, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

D. Board to consider and take possible action on the Long Range Facilities Plan for the 2023 - 2033 school years as outlined in the attachment
Motion to approve the Long Range Facilities Plan for the 2023 - 2033 school years as outlined in the attachment. This motion, made by Rhonda Mills and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

E. Board to consider and take possible action on the Supplemental with Stacy Group for the 8th Grade Center Addition at 6% of the estimated project cost as outlined in the attachment and authorize the Superintendent or designee to execute the Contract
Motion to approve the Supplemental with Stacy Group for 8th Grade Center Addition at 6% of the estimated project cost as outlined in the attachment and authorize the Superintendent or designee to execute the Contract. This motion, made by Neal Kessler and seconded by Rhonda Mills, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

F. Board to consider and take possible action on the Supplemental with Lowry for Enrollment and IT Center at a cost of $12,000.00, as outlined in the attachment and authorize the Superintendent or designee to execute the Contract
Motion to approve the Supplemental with Lowry for Enrollment and IT Center at a cost of $12,000.00, as outlined in the attachment and authorize the Superintendent or designee to execute the Contract. This motion, made by Neal Kessler and seconded by Rhonda Mills, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

XI. **Finance** - Phillip Storm

A. Board to consider and take possible action on the Treasurer's Report for April 2024
Motion to approve the Treasurers Report for April 2024. This motion, made by Rhonda Mills and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

B. Board to consider and take possible action on proposed changes to district stipends as outlined in the attached summary

Motion to approve proposed changes to district stipends as outlined in the attached summary. This motion, made by Rhonda Mills and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

XII. **New Business** There was no new business.

XIII. **Executive Session**

XIV. Vote to convene into executive session for the purpose of discussing the hiring of one Bailey Elementary Principal and one Interim Director of Band Operations as authorized by Okla.Stat.Tit.25§307(B)(1).
Motion to convene into executive session at 7:48p.m. for the purpose of discussing the hiring of one Elementary Administrator and one Interim Director of Band Operations as authorized by Okla.Stat.Tit.25§307(B)(1). This motion, made by Rhonda Mills and seconded by Brent England, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

XV. Acknowledge return to Open Session Acknowledge return to Open Session at 8:02

XVI. Statement of Executive Session Minutes During the executive session, the members of the Board of Education who were present were Frosty Turpen, Rhonda Mills, Neal Kessler and Brent England. Also present during the executive session was Dr. Margaret Coates, Mark Officer. During the executive session, board members discussed the hiring of one Elementary Administrator and one Interim Band Director. Nothing else was discussed, and no votes were taken. This will constitute the minutes of the executive session.

XVII. Board to consider and take possible action to hire one individual for Bailey Elementary Principal
Motion to approve hiring Tiffani Palmer for Bailey Elementary Principal. This motion, made by Rhonda Mills and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

XVIII. Board to consider and take possible action to hire one Interim Director of Band Operations

Motion to hire David Gorham as Interim Director of Band Operations. This motion, made by Brent England and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

XIX. **Vote to Adjourn**

Motion to adjourn at 8:05 p.m. This motion, made by Rhonda Mills and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Absent
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Absent: 1

June 10, 2024 Overnight/Out of State Student Activity Requests

- **July 7, 2024 - University of Arkansas Summer Middle School Music Camps - Owasso Middle School Bands - Fayetteville, AR**
- **July 14, 2024 - University of Arkansas Summer High School Music Camps - Owasso High School Band - Fayetteville, AR**

INDEPENDENT CONTRACTOR AGREEMENT

THIS INDEPENDENT CONTRACTOR AGREEMENT (THE "AGREEMENT") IS MADE AND ENTERED INTO AS OF JULY 1, 2024.

BY AND BETWEEN CLIENT: OWASSO PUBLIC SCHOOL DISTRICT
AND
CONTRACTOR: CONNECTED KIDS, INC.

THE PURPOSE OF HIRING THE CONTRACTOR

The Client has engaged the contractor for the purpose of creating a trauma-responsive early childhood program for Owasso Public Schools that supports the needs of young learners across the nine elementary sites. The client is of the opinion that the contractor has the necessary qualifications, experiences, and abilities to provide services to the Client.

SERVICES PROVIDED AND START DATE

The client agrees to engage the contractor to provide the following services:

- August 2024-May 2025 - Pre-K/K Full-Year Program

AGREED UPON EXPECTATIONS OF THE CLIENT (OWASSO SCHOOL DISTRICT)

The district agrees to:

1. Provide the following items at no cost for use:
    - Use of one classroom housed at an OPS elementary campus
    - Use of playground equipment
    - Use of motor room and materials
    - In-district transportation between school sites
    - Facility use for parent trainings

2. Fund the staffing of the program with 3 adults: 1 full-time teacher, 2 half-time employees as specified in the Employee Provision & Compensation Section of this Agreement.

3. Assist with facilitating communication, program processes, and feedback between Connected Kids and school sites

4. Utilize a referral/selection process that promotes the proper identification and equity of services to early childhood students across the district.
    - Parent Release of Information
    - Parent Application
    - Teacher Assessment (Brain Map)
    - Student Behavior Analysis (Suspensions, etc.)

5. Manage the class size(s) from exceeding 12 students per class

6. Provide Crisis Prevention Intervention (CPI) Training

7. Provide CPR, as part of CPI requirement

8. Provide all of the required training for certified staff as outlined by the state or district

9. Allow OPS employees the opportunity to participate in the Connected Kids Fellowship program at program rates.

AGREED UPON EXPECTATIONS OF THE CONTRACTOR (CONNECTED KIDS)

The contractor agrees to provide the following services:

1. All students served by Connected Kids and it's staff will be Owasso Public School students

2. 1 certified full-time teacher, 2 half-time employees as specified in the Employee Provision & Compensation Section of this Agreement

3. Classroom supplies and snacks

4. Clear and open communication between all parties
   - Site leaders and teachers
   - District leaders and supports
   - Parents/guardians

5. Attendance and participation in meetings on behalf of students with staff and/or parents

6. Free parent training opportunities/classes

7. Provision of Fellowship in Trauma Responsive Education by Connected Kids for site cohort teams (See #9 above)

8. On-going access to and consultation with Dr. Barbara Sorrels for program support
   - Assessment for OPS students at no additional cost

9. Professional development opportunities for OPS teachers/staff with Dr. Barbara Sorrels and/or Anna Keltner
   - Occurring throughout the school year on professional development days, collaboration days, and as needed for specified teams
   - To be billed in monthly invoice, at cost of $250 per hour, when applicable
   - Total not to exceed $7, 500 of this contract

10. Program teachers and support staff are Crisis Prevention Intervention (CPI) trained/certified

11. Teacher Certification: Elementary or Early Childhood Bachelor's degree

EMPLOYEE PROVISION & COMPENSATION

Staffing of the program will be billed with the applicable rates monthly.

- 1 Full-Time Certified Teacher & Program Director (Anna Kelter of Connected Kids)
  - Rate of Pay: $50/hour
  - 7 Hours/Tuesdays & Thursdays
  - 7 additional hours/week to flex for site and student needs
- 1 Half-Time Certified Teacher or Counselor (To be provided by Connected Kids)
  - Rate of Pay: $50/ hour
  - 4 ½ Hours/Tuesdays & Thursdays
- 1 Half-Time Teaching Assistant (To be provided by Connected Kids)
  - Rate of Pay: $25/hour
  - 4 ½ Hours/Tuesdays & Thursdays

OPS is not responsible for providing insurance benefits.
Any variation or modification of the employee provision for compensation section of this agreement will be mutually agreed upon in advance and documented in writing with an addendum.

PROGRAM STRUCTURE

Timeline	Structure	Program Details	Staffing
School Year 24/25 August-May	Program will run 2- Full-days per week 1 - Class* 2 Days AM - Program Push-in Support, Consultation with Sites, and Meetings 2 Days PM- Sites 7 Flex Hours - Sites	Identified Students: Pre-K and Kindergarten Direct service with students in the morning (half-day); Site visits, observations, and consultation in the afternoon; Collaboration with Classroom Teachers, Principals, Behavior Techs, Child Study Teams, SpEd teams, as appropriate. Parent Training Opportunities	Anna Kelter • Connected Kids Half-Time Teacher/Counselor • Connected Kids Half-Time Teaching Assistant Consultation with Dr. Sorrels

ITEMS TO BE DETERMINED BY OWASSO PUBLIC SCHOOLS:

1. School Site and Room

2. Broad Transportation Plan - will vary by class enrollment
   - Encourage parent drop-off, if possible, to assist with limiting morning transitions for little ones.

3. Program Name: Lift Off

PROGRAM EXPENSE PROJECTION

1. Lift Off Program Staffing Expenses
   - Anna at $50/hr, 3 days, 7 hr/day, 36 weeks = $37,800
   - Half-Time Teacher or Counselor at $50/hr, 2 days, 4.5 hr/day, 36 weeks = $16,200
   - Half-Time Assistant at $25/hr, 2 days, 4.5 hr/day, 36 weeks = $8,100
   - Total = **$62,100**

2. Professional Development Expenses for Trauma Responsiveness
   - $250 per hour, as needed
   - Not to exceed $7,500

3. **Potential Total Program Cost = $ 69,600**

END DATE

This contract is to end June 1, 2025 at which time the contract may be renegotiated and revised as agreed upon by both parties.

We the undersigned agree to the terms and conditions outlined in this contract.

Dr. Barbara Sorrels

Dr. Barbara Sorrels
CEO Connected Kids

Chairman of the Board
Owasso Public Schools

CAIN'S BALLROOM RENTAL AGREEMENT

This rental agreement (the "Agreement") is made and entered into on **Monday, May 13, 2024** (the "Effective Date") between **THE CAIN'S, LLC, an Oklahoma limited liability company** ("Cain's Ballroom") and **Owasso High School** ("Rentor").

RECITALS:

A. THE CAIN'S, LLC owns and operates an entertainment venue known as Cain's Ballroom in Tulsa, Oklahoma. This venue is located at 423 North Main Street. Pursuant to this rental agreement, THE CAIN'S, LLC agrees to rent Cain's Ballroom to Rentor.

B. THE CAIN'S, LLC is renting Cain's Ballroom for a one (1) day, namely **Saturday, April 12, 2025** for an event, which can be described as **Owasso High School Prom** (the "Event") at Cain's Ballroom and is willing to enter into such an agreement, all upon the terms and conditions hereinafter set forth with more particularity.

AGREEMENTS:

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements contained herein, the parties hereto do hereby agree as follows:

1. **Rental of Premises and Facilities.** By signing below, THE CAIN'S, LLC hereby rents the Cain's Ballroom. The term shall be for one (1) day, namely **Saturday, April 12, 2025** and shall include reasonable time preceding and immediately following the Event as may be necessary to set up and disassemble equipment, sets, etc. for the Event. The rental payable to THE CAIN'S, LLC for the Event shall be the sum of **$5,000.00** (the "Base Rent") for the use of the building and all the expenses listed in Exhibit A. Rentor agrees to deposit **$2,500.00** with THE CAIN'S, LLC upon the signing of this contract, in order to secure this date. Rentor also agrees to furnish Cain's Ballroom with a copy of its insurance policy, which must list THE CAIN'S, LLC, Doc Roc LLC and CR Catering as an additional insured.

~~CR Catering is the exclusive alcohol provider at Cain's Ballroom and will operate and retain the proceeds from the bar. Optional setups can be discussed with David Ward (contact info on Exhibit A).~~

Party Pro Rents is the exclusive provider of rentals. Contact information is listed on Exhibit A.

*** Before the doors are allowed to open on the night of the event, the remaining balance's payment must be paid in full (in cash of check) or specifically discussed with THE CAIN'S, LLC management. ***

2. **Rentor's Responsibilities.** By this Rental Agreement, Rentor agrees to indemnify and hold THE CAIN'S, LLC (and its officers, employees, agents and representatives) harmless from all losses, costs, liabilities, and attorneys fees which are associated with claims by, through, or under Rentor and/or Rentor's guests and/or invitees. Rentor shall be financially responsible for and obligated to pay the Base Rent as well as any Additional Expenses. As used herein, the term "Additional Expenses" shall mean all expenses incurred by or on behalf of Rentor in connection with the following: (a) t-shirt security, set up & tear down, porter, confetti costs disclosed and agreed to prior to the event (see Exhibit A for costs); (b) any pre-disclosed and accepted box office costs; (c) any applicable pre-disclosed and accepted performing rights society licensing fees; (d) obtaining comprehensive general liability and bodily injury insurance for the Event with minimum limits for a single occurrence of no less

than $1 million and $2 million aggregate; (e) repairs to and maintenance of the rented facility associated with Rentor's use of the premises; and (f) repairs to and maintenance of the rented facility associated with use of the rented facility by Rentor's guests and invitees.

3. **Use of Premises and Facilities/Liability.** Rentor agrees to use its best efforts to cause the Event to be conducted in a first-class manner. Rentor shall not permit or encourage anything of an illegal nature at Cain's Ballroom. Further, Rentor agrees to comply with any and all laws, rules and regulations applicable to Cain's Ballroom or the Event and shall cooperate with and follow the directions of any and all police, fire and other city officials with respect to the conduct of the Event. To the extent there is insurance coverage for such claims from the carrier required by this Agreement, Rentor shall be contingently liable and responsible for well founded claims for bodily injury or damage to persons occurring during or in connection with the Event or immediately preparatory thereto.

Cain's Ballroom shall indemnify, save, defend and hold harmless Rentor for all claims resulting from the asserted negligence or willful misconduct of Cain's Ballroom or its officers, employees or agents.

4. **Control of Building.** In renting Cain's Ballroom to Rentor, THE CAIN'S, LLC relinquishes neither the right to control the management of Cain's Ballroom nor the right to enforce all necessary and proper rules for its management and operation. The managers of THE CAIN'S, LLC may enter the premises at any time and on any occasion. Without limiting the generality of the foregoing, THE CAIN', LLC shall have the right, but not the obligation, to take such actions as are necessary in order to ensure compliance with all laws, rules and regulations governing the use and occupancy of Cain's Ballroom.

5. **Insurance.** Rentor shall carry public liability insurance covering the Event in an amount not less than $1,000,000.00 per occurrence and $2,000,000.00 in the aggregate, and name the THE CAIN'S, LLC, Doc Roc LLC and CR Catering as additional insured there under. **Insurance certificates evidencing the above shall be delivered to Cain's Ballroom 2 weeks before the scheduled Event.**

6. **Occupancy / Capacity.** In no event shall attendance at the Event be in excess of the capacity of Cain's Ballroom. The capacity of Cain's Ballroom is limited to one thousand four hundred (1,400) standing room persons, including any complimentary tickets, VIP tickets or any other tickets. This number is not to be exceeded!

7. **Default.** If a party fails to comply with its material obligations hereunder or otherwise defaults hereunder, the non-defaulting party, in its sole discretion, shall have the right to immediately terminate this Agreement without liability of any kind to such non-defaulting party and such non-defaulting party shall have no further obligation to perform under this Agreement and the non-defaulting party shall have the right to pursue any other right or remedy, at law or in equity.

8. **Force Majeure.** If the Event is rendered impossible, or unfeasible by any act or regulation of any public authority or bureau, strike, epidemic, interruption in or delay of transportation services, work conditions, emergencies, act of God or any other cause or causes beyond the control of THE CAIN'S, LLC or Rentor, whether of a similar or dissimilar cause (any of such events being herein referred to as a "Force Majeure"), it is agreed that there shall be no claim for damages by either party to this Agreement and that each party shall bear its own costs.

9. **Notices.** Any notice or other communication required or permitted hereby shall be in writing and the same shall be deemed given upon delivery thereof in person, one business day after such notice is deposited with an overnight delivery service such as FedEx, etc or immediately when sent by email and addressed to the email address indicated below. From time to time, either party may designate another address or email address for all purposes of this Agreement by giving to the other

party not less than five (5) days advance written notice of such change of address or facsimile telephone number in accordance with the provisions hereof. The failure or refusal of a party to accept receipt of a notice hereunder shall in no manner invalidate the notice.

10. **Entire Agreement.** This Agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent expressly incorporated in this Agreement. Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if placed in writing and signed by each party or an authorized representative of each party.

11. **Assignment of Rights.** The rights of each party under this Agreement are personal to that party and may not be assigned or transferred to any other unrelated person, firm, corporation or other entity without the prior, express and written consent of the other party.

12. **Waiver.** The failure of either party to this Agreement to insist upon the performance of any of the terms and conditions of this Agreement, or the waiver of any breach of any of the terms and conditions of this Agreement, shall not be construed as thereafter waiving such terms or conditions, but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

13. **Construction.** This Agreement will be governed by and construed under the laws of the State of Oklahoma.

14. **Time of the Essence.** Time is expressly deemed to be of the essence with respect to this Agreement.

15. **Landlord Consent.** THE CAIN'S, LLC executes this Agreement for the sole purpose of consenting to the rental of Cain's Ballroom by THE CAIN'S, LLC to Rentor as herein provided.

16. **Multiple Counterparts; Execution by Facsimile.** This Agreement may be executed in multiple original counterparts, each of which shall be deemed an original, but which together shall constitute one and the same document. Further, pages containing signatures may be detached from the respective counterparts and reassembled to form a completely executed and acknowledged document.

17. **Cancellation Clause.** If Rentor decides to cancel the scheduled event, the deposit of **$2,500.00** is non-refundable upon the signing of this contract except for Force Majeure conditions. Should the Rentor decide to cancel the event within 10 weeks of the scheduled event, the full **$5,000.00** shall be due regardless unless otherwise provided herein.

18. **Access to Building.** Rentor shall have access to the building at **9am** on the day of **Saturday, April 12, 2025** and the event shall be complete by **11:30pm** on **Saturday, April 12, 2025** followed by an immediate load out and clean up. This is mandatory.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

SIGNATURE PAGE TO RENTAL AGREEMENT

Date: 5/15/24

THE CAIN'S, LLC

By:

Print: HUNTER RODGERS

Title: MNGR / OWNR

Address: 423 North Main Street
Tulsa, OK 74103

Phone: 918 584 2306

Email: info@cainsballroom.com

SIGNATURE PAGE TO RENTAL AGREEMENT

Date: _____

Company: Owasso High School

Individual: _____
(Print)

Signed: _____

Title: _____

Address: _____

_____

Phone: _____

Email: _____

Exhibit A:

RENTAL CHARGES BREAKDOWN:

Base Rental

Building Rental:	included
Sound & Lights w/ techs:	included
Building Manager:	included
Chairs & Tables:	~400 chairs / ~40 2' x 2' short bistro tables
Post Event Cleanup:	included
Security Supervisor:	included
Total:	**$5,000 base**
Deposit Due Upon Signing	$2,500 / Date: _____

Additional Expenses

Rentals:	Party Pro Rents 918-622-8102, corey@partyprorents.com *15% discount should be included*
Set up & Tear Down:	$20/hour (4 hour minimum)
T-Shirt Security:	$20/hour (4 hour minimum)
Clean Up during Event:	$20/hour
Confetti / Glitter / Peanuts:	$150
Insurance: (recommendation, if needed)	Tedford Insurance Shannon Nicholas, 405 258 1332 shannon@tedfordinsurance.com
On-Site Catering: (not required)	Mac's BBQ at Cain's Ballroom Jay Roesslein, 918 370 2098 jayroesslein85@cox.net

Remaining Balance Due Day of: _____

CAIN'S BALLROOM RENTAL AGREEMENT

This rental agreement (the "Agreement") is made and entered into on **Monday, May 13, 2024** (the "Effective Date") between **THE CAIN'S, LLC, an Oklahoma limited liability company** ("Cain's Ballroom") and **Owasso High School** ("Rentor").

RECITALS:

A. THE CAIN'S, LLC owns and operates an entertainment venue known as Cain's Ballroom in Tulsa, Oklahoma. This venue is located at 423 North Main Street. Pursuant to this rental agreement, THE CAIN'S, LLC agrees to rent Cain's Ballroom to Rentor.

B. THE CAIN'S, LLC is renting Cain's Ballroom for a one (1) day, namely **Saturday, April 11, 2026** for an event, which can be described as **Owasso High School Prom** (the "Event") at Cain's Ballroom and is willing to enter into such an agreement, all upon the terms and conditions hereinafter set forth with more particularity.

AGREEMENTS:

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements contained herein, the parties hereto do hereby agree as follows:

1. **Rental of Premises and Facilities.** By signing below, THE CAIN'S, LLC hereby rents the

Cain's Ballroom. The term shall be for one (1) day, namely **Saturday, April 11, 2026** and shall include reasonable time preceding and immediately following the Event as may be necessary to set up and disassemble equipment, sets, etc. for the Event. The rental payable to THE CAIN'S, LLC for the Event shall be the sum of **$9,000.00** (the "Base Rent") for the use of the building and all the expenses listed in Exhibit A. Rentor agrees to deposit **$2,500.00** with THE CAIN'S, LLC upon the signing of this contract, in order to secure this date. Rentor also agrees to furnish Cain's Ballroom with a copy of its insurance policy, which must list THE CAIN'S, LLC, Doc Roc LLC and CR Catering as an additional insured.

~~CR Catering is the exclusive alcohol provider at Cain's Ballroom and will operate and retain the proceeds from the bar. Optional setups can be discussed with David Ward (contact info on Exhibit A).~~

Party Pro Rents is the exclusive provider of rentals. Contact information is listed on Exhibit A.

*** Before the doors are allowed to open on the night of the event, the remaining balance's payment must be paid in full (in cash of check) or specifically discussed with THE CAIN'S, LLC management. ***

2. **Rentor's Responsibilities.** By this Rental Agreement, Rentor agrees to indemnify and hold THE CAIN'S, LLC (and its officers, employees, agents and representatives) harmless from all losses, costs, liabilities, and attorneys fees which are associated with claims by, through, or under Rentor and/or Rentor's guests and/or invitees. Rentor shall be financially responsible for and obligated to pay the Base Rent as well as any Additional Expenses. As used herein, the term "Additional Expenses" shall mean all expenses incurred by or on behalf of Rentor in connection with the following: (a) t-shirt security, set up & tear down, porter, confetti costs disclosed and agreed to prior to the event (see Exhibit A for costs); (b) any pre-disclosed and accepted box office costs; (c) any applicable pre-disclosed and accepted performing rights society licensing fees; (d) obtaining comprehensive general liability and bodily injury insurance for the Event with minimum limits for a single occurrence of no less

than $1 million and $2 million aggregate; (e) repairs to and maintenance of the rented facility associated with Rentor's use of the premises; and (f) repairs to and maintenance of the rented facility associated with use of the rented facility by Rentor's guests and invitees.

3. **Use of Premises and Facilities/Liability.** Rentor agrees to use its best efforts to cause the Event to be conducted in a first-class manner. Rentor shall not permit or encourage anything of an illegal nature at Cain's Ballroom. Further, Rentor agrees to comply with any and all laws, rules and regulations applicable to Cain's Ballroom or the Event and shall cooperate with and follow the directions of any and all police, fire and other city officials with respect to the conduct of the Event. To the extent there is insurance coverage for such claims from the carrier required by this Agreement, Rentor shall be contingently liable and responsible for well founded claims for bodily injury or damage to persons occurring during or in connection with the Event or immediately preparatory thereto.

Cain's Ballroom shall indemnify, save, defend and hold harmless Rentor for all claims resulting from the asserted negligence or willful misconduct of Cain's Ballroom or its officers, employees or agents.

4. **Control of Building.** In renting Cain's Ballroom to Rentor, THE CAIN'S, LLC relinquishes neither the right to control the management of Cain's Ballroom nor the right to enforce all necessary and proper rules for its management and operation. The managers of THE CAIN'S, LLC may enter the premises at any time and on any occasion. Without limiting the generality of the foregoing, THE CAIN', LLC shall have the right, but not the obligation, to take such actions as are necessary in order to ensure compliance with all laws, rules and regulations governing the use and occupancy of Cain's Ballroom.

5. **Insurance.** Rentor shall carry public liability insurance covering the Event in an amount not less than $1,000,000.00 per occurrence and $2,000,000.00 in the aggregate, and name the THE CAIN'S, LLC, Doc Roc LLC and CR Catering as additional insured there under. **Insurance certificates evidencing the above shall be delivered to Cain's Ballroom 2 weeks before the scheduled Event.**

6. **Occupancy / Capacity.** In no event shall attendance at the Event be in excess of the capacity of Cain's Ballroom. The capacity of Cain's Ballroom is limited to one thousand four hundred (1,400) standing room persons, including any complimentary tickets, VIP tickets or any other tickets. This number is not to be exceeded!

7. **Default.** If a party fails to comply with its material obligations hereunder or otherwise defaults hereunder, the non-defaulting party, in its sole discretion, shall have the right to immediately terminate this Agreement without liability of any kind to such non-defaulting party and such non-defaulting party shall have no further obligation to perform under this Agreement and the non-defaulting party shall have the right to pursue any other right or remedy, at law or in equity.

8. **Force Majeure.** If the Event is rendered impossible, or unfeasible by any act or regulation of any public authority or bureau, strike, epidemic, interruption in or delay of transportation services, work conditions, emergencies, act of God or any other cause or causes beyond the control of THE CAIN'S, LLC or Rentor, whether of a similar or dissimilar cause (any of such events being herein referred to as a "Force Majeure"), it is agreed that there shall be no claim for damages by either party to this Agreement and that each party shall bear its own costs.

9. **Notices.** Any notice or other communication required or permitted hereby shall be in writing and the same shall be deemed given upon delivery thereof in person, one business day after such notice is deposited with an overnight delivery service such as FedEx, etc or immediately when sent by email and addressed to the email address indicated below. From time to time, either party may designate another address or email address for all purposes of this Agreement by giving to the other

party not less than five (5) days advance written notice of such change of address or facsimile telephone number in accordance with the provisions hereof. The failure or refusal of a party to accept receipt of a notice hereunder shall in no manner invalidate the notice.

10. **Entire Agreement.** This Agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent expressly incorporated in this Agreement. Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if placed in writing and signed by each party or an authorized representative of each party.

11. **Assignment of Rights.** The rights of each party under this Agreement are personal to that party and may not be assigned or transferred to any other unrelated person, firm, corporation or other entity without the prior, express and written consent of the other party.

12. **Waiver.** The failure of either party to this Agreement to insist upon the performance of any of the terms and conditions of this Agreement, or the waiver of any breach of any of the terms and conditions of this Agreement, shall not be construed as thereafter waiving such terms or conditions, but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

13. **Construction.** This Agreement will be governed by and construed under the laws of the State of Oklahoma.

14. **Time of the Essence.** Time is expressly deemed to be of the essence with respect to this Agreement.

15. **Landlord Consent.** THE CAIN'S, LLC executes this Agreement for the sole purpose of consenting to the rental of Cain's Ballroom by THE CAIN'S, LLC to Rentor as herein provided.

16. **Multiple Counterparts; Execution by Facsimile.** This Agreement may be executed in multiple original counterparts, each of which shall be deemed an original, but which together shall constitute one and the same document. Further, pages containing signatures may be detached from the respective counterparts and reassembled to form a completely executed and acknowledged document.

17. **Cancellation Clause.** If Rentor decides to cancel the scheduled event, the deposit of **$2,500.00** is non-refundable upon the signing of this contract except for Force Majeure conditions. Should the Rentor decide to cancel the event within 10 weeks of the scheduled event, the full **$9,000.00** shall be due regardless unless otherwise provided herein.

18. **Access to Building.** Rentor shall have access to the building at **9am** on the day of **Saturday, April 11, 2026** and the event shall be complete by **11:30pm** on **Saturday, April 11, 2026** followed by an immediate load out and clean up. This is mandatory.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

SIGNATURE PAGE TO RENTAL AGREEMENT

Date: 5/15/24

THE CAIN'S, LLC

By:

Print: HUNTER RODGERS

Title: MNGR / OWNR

Address: 423 North Main Street
Tulsa, OK 74103

Phone: 918 584 2306

Email: info@cainsballroom.com

SIGNATURE PAGE TO RENTAL AGREEMENT

Date: _____

Company: Owasso High School

Individual: (Print) _____

Signed: _____

Title: _____

Address: _____

_____

Phone: _____

Email: _____

Exhibit A:

RENTAL CHARGES BREAKDOWN:

Base Rental

Building Rental:	included
Sound & Lights w/ techs:	included
Building Manager:	included
Chairs & Tables:	~400 chairs / ~40 2' x 2' short bistro tables
Post Event Cleanup:	included
Security Supervisor:	included
Total:	**$9,000 base**
Deposit Due Upon Signing	$2,500 / Date: _____

Additional Expenses

Rentals:	Party Pro Rents 918-622-8102, corey@partyprorents.com *15% discount should be included*
Set up & Tear Down:	$20/hour (4 hour minimum)
T-Shirt Security:	$20/hour (4 hour minimum)
Clean Up during Event:	$20/hour
Confetti / Glitter / Peanuts:	$150
Insurance: (recommendation, if needed)	Tedford Insurance Shannon Nicholas, 405 258 1332 shannon@tedfordinsurance.com
On-Site Catering: (not required)	Mac's BBQ at Cain's Ballroom Jay Roesslein, 918 370 2098 jayroesslein85@cox.net

Remaining Balance Due Day of: _____

Owasso Public Schools
Education Service Center
1501 N Ash Street, Owasso, OK 74055
Phone: (918) 272-5367 • Fax: (918) 272-8111
owassops.org

This Contract is entered into between Superior Vision Consulting, and Owasso Public Schools; hereinafter referred to as Superior Vision Consulting and School respectively, for the provision of consultations.

I. AGREEMENT

A. Superior Vision Consulting agrees to provide consultations and other services mutually agreed upon under the terms described herein.

B. Owasso Schools represents that it has funds available for total fulfillment of this contract up to the maximum potential debt incurred herein.

II. SERVICE AND PAYMENT TERMS

A. This contract shall be in force from July 1, 2024 until June 30, 2025 unless voided by noncompliance or mutual agreement. Services not delivered due to illness, weather, professional meetings or any such circumstances beyond either party's control shall not be deemed noncompliance. This may be terminated by either party with a thirty (30) day notice.

B. This contract is for Blind/Visually Impaired consulting and services.

C. Owasso Schools agree to pay Superior Vision Consulting $ 75.00 per hour for all services rendered, including port to port travel expense, under this contract.

D. Superior Vision Consulting will submit monthly invoices and Related Services Received documentation.

Cindy Lumpkin, CTVI — 5/16/24

CINDY LUMPKIN, VISUALLY IMPAIRED CONSULTANT **DATE**
(Superior Vision Consulting)

CHARLENE DUNCAN, DIRECTOR OF SPECIAL SERVICES **DATE**

INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA

ATTEST:

Board of Education Clerk **Board of Education President**

Contract for Educational Services
Tulsa Tech Career Academy Program (TTCA)
(A Dropout Recovery / Dropout Prevention Program)
or
Tulsa Tech Aerospace Academy Program (TTAA)
FY2024-2025

I. **The Parties:** This document constitutes an agreement between Tulsa County Technology Center School District No. 18 of Tulsa County d/b/a Tulsa Technology Center (Tulsa Tech) and Independent School District of Tulsa County d/b/a Owasso Public Schools (School District).

II. **Program Mission/Goals:** The goal of the Tulsa Tech Career Academy Program (TTCA) and the Tulsa Tech Aerospace Academy Program is to prepare students for the world of work by providing an opportunity to earn a high school diploma and obtain occupational training and employability skills. This is accomplished through a cooperative agreement with School District.

III. **Tulsa Tech's Obligations:**

a. Provide quality educational/occupational services to eligible students as space is available (primarily at the Lemley Tulsa Tech Campus or the Riverside Campus – dependent upon the program), that meet the requirements of the Oklahoma State Department of Education (OSDE). Only students who qualify for ADM reimbursement are eligible to be enrolled in a Program.

b. Work with School District to identify and recommend students for enrollment who desire to earn both high school credits and complete a career major(s). Reports and updates for any student enrolled by Tulsa Tech will be given to the School District's designee, and the TTCA Advisory Committee for the Career Academy or the Aerospace Advisory Committee for the TTAA Program.

c. Administer an assessment to all students consisting of basic academic skills and career interest as part of the enrollment process.

d. Meet on a regular basis with selected School District personnel for coordination and information purposes.

e. Provide instructional services in alignment with the Tulsa Tech school calendar.

f. Provide individualized career plans (ICP) for each student, as developed with designated School District liaison, based on the credits each student needs to graduate.

g. Provide transportation for those students who meet Tulsa Tech's guidelines for transportation services.

h. Furnish required Program material and supplies.

i. Provide Certification of Completion for successful completion of a career major.

j. Schedule end of Instruction (EOI) testing to be provided by School District personnel for students as required in cooperation with School District's Student Services Department.

k. Promptly advise School District of students who may have out-of-date or expired IEP's or who may need evaluation for possible special education services.

l. Provide students with the opportunity to meet the graduation requirements for high school completion as established by the OSDE.

m. Maintain, to the extent possible, a maximum student to teacher ratio of 1 to 15 in the academic classes.

n. Report attendance electronically to School District on a monthly basis.

o. Submit completion of coursework and grades electronically on a quarterly basis to District for recording on the student's transcript/permanent record.

p. Provide lunches for eligible students in a manner and pursuant to arrangements determined by Tulsa Tech.

IV. **School District's Obligations:**

a. School District shall pay Tulsa Tech $1,750.00 per student accepted for the TTAA or TTCA Program. School District will make an annual payment to Tulsa Tech based on student count as of October 1 with payment due by October 31 of each year.

b. School District shall provide a change of placement for all IEP students prior to the first day of class who are enrolled in the TTCA or TTAA Program or as soon after the first day of class as is reasonably possible. Students will not enter class until a change of placement in accordance with applicable law has been made. Neither Program is intended for students with severe/profound disabilities (and their inclusion would materially alter the fundamental nature of the programs) or violent offenders as defined by the Oklahoma Judicial System; consequently, those students are not eligible for these programs.

c. School District shall be responsible for IEP related activities including, but not limited to, identification, evaluation, re-evaluation, meetings, and notifications for students on an IEP or who should be considered for an IEP.

d. School District shall provide a single point of contact staff member to work with the TTCA or TTAA or program coordinator and case manager to ensure accuracy of student records in relation to review of enrollment, graduation check and other assistance.

e. School District will issue diploma and complete transcript for student upon completion of requirements for graduation.

f. School District will permit students who meet graduation requirements to participate in graduation ceremonies provided for other School District students.

g. School District shall provide information for state and federal reporting at time of enrollment and otherwise as needed.

V. **Program Staffing:** All staff, including the teachers, will be employees of Tulsa Tech. Program staff includes certified academic teachers, Program coordinator, certified school counselor, certified school administrator, and essential support staff.

VI. **Project Evaluation:** Tulsa Tech will evaluate the success of the Program using the following methods:

a. Faculty and staff evaluations for the TTCA Program shall use TTCA and OKCTE Dropout Recovery Program Evaluation and Peer Review Individual Performance Plan; evaluation for the TTAA Program shall rely on faculty and staff evaluation using Tulsa Tech's program evaluation tools.

b. Data analysis of program participants (as appropriate to the respective program) including:
   i. Number applying
   ii. Number accepted
   iii. Number of credits issued while in Program
   iv. Increase in attendance rate
   v. Increase in GPA levels
   vi. Number of EOI exams passed
   vii. Number of graduates
   viii. Number of students that matriculated to next grade level

c. Results of Parent and Student Satisfaction Surveys

VII. **Student Behavior - Attendance Expectations:**

a. Students are expected to earn an appropriate number of credits in a school year.

b. Students are expected to follow all of Tulsa Tech's student policies and procedures, including but not limited to its policies concerning behavior and conduct and disciplinary consequences for misconduct.

c. Students who do not meet the requirements in VII. (a) and VII. (b) may be removed and dropped from TTCA or TTAA and referred back to School District, subject to appeal procedures available to other Tulsa Tech students.

VIII. **Target Population:**

a. For TTCA – Students who have dropped out of school or are at high risk for dropping out of school. The at-risk group may include students who:
   i. Have shown issues of truancy/chronic absences
   ii. Are older than their grade-level peers and often have low reading levels and/or multiple grade retention

iii. Are behind in academic credits and are in need of academic remediation
iv. Have social and manageable emotional problems that create academic barriers
v. Are prematurely transitioning to adulthood either because they are pregnant or parenting or have other situations that do not allow them to attend school regularly
vi. Are substantially behind educationally, are older and are returning to obtain the credits they need to transition into community colleges or other post- secondary programs
vii. Need more individualization
viii. Are seeking an innovative or challenging curriculum with a work preparation component

b. For TTAA – the Aerospace Academy is intended to serve students demonstrating a keen interest in aerospace and technology-related career paths. This group may include students who:
i. Need more individualization
ii. Are seeking an innovative or challenging curriculum with a work skill preparation component
iii. Are behind in academic credits and are in need of academic remediation
iv. Are substantially behind educationally, or are returning to obtain the credits they need to transition into community colleges or other post-secondary programs

IX. **Period of Agreement and Modification/Termination:** This Agreement will become effective when signed by all parties. The Agreement will terminate on June 30, 2025, but may be renewed, amended or terminated at any time by mutual agreement of the parties. A party may unilaterally terminate this Contract by giving the other party a minimum of thirty (30) days' notice by regular and certified mail to the Superintendent of Schools. If either party exercises the option to terminate the Program, it must fulfill all education and/or monetary or other obligations to the end of the school fiscal year for which this agreement is made.

X. **No Indemnification and Liability:** By executing this Contract Tulsa Tech and School District agree to work together to deliver services for eligible identified students. However, they are not "partners" to the extent that term encompasses joint and several liability. Each is responsible for its own employees, representatives, agents, subcontractors, and obligations arising from this Contract; each is responsible for its own defense and any resulting liability, in the event of claims.

XI. **Governing Law:** This Contract has been made in the State of Oklahoma and shall be governed by the laws of Oklahoma.

XII. **Severability:** The invalidity or unenforceability of any provision of this Contract shall not affect the validity or enforceability of any other provision.

XIII. **No assignment:** Neither party may assign its rights or delegate its duties under this Contract without the prior written consent of the other.

"TULSA TECH"	**"OKLAHOMA SCHOOL DISTRICT"**
TULSA TECHNOLOGY CENTER SCHOOL DISTRICT NO. 18 OF TULSA COUNTY, OKLAHOMA, a/k/a TULSA TECHNOLOGY CENTER	**OWASSO PUBLIC SCHOOLS**
Signature	Signature
Dr. Jim Baker Print Name	Print Name
President, Board of Education Title	President, Board of Education Title
May 20, 2024 Date	Date

Owasso Public Schools
Education Service Center
1501 N Ash Street, Owasso, OK 74055
Phone: (918) 272-5367 • Fax: (918) 272-8111
owassops.org

PHYSICAL THERAPY SERVICES

This Contract, entered into this 1st day of July 2024 by and between Owasso Public Schools (the Agency) and Rhonda McAlister, P.T./Integrative Physical Therapy P.C. (The Therapy Provider(s) affirms that:

WHEREAS, the AGENCY has determined that it is necessary to retain the services of a qualified Physical Therapist (PT), registered by the American Physical Therapy Association and licensed by the Oklahoma State Board of Medical Licensure and Supervision for consultation and/or treatment of students in the **Agency's** school district;

WHEREAS, the above-named individual(s) are duly qualified to perform these services;

NOW, THEREFORE, the parties agree as follows:

1. The THERAPY PROVIDER(S) shall perform any or all of the following services as requested by the AGENCY;
    a. Evaluate each referred student, formally or informally;
    b. Provide recommendations for IEP goals, individual or group therapy, teletherapy, as deemed necessary;
    c. Determine specific therapeutic needs, plan and provide appropriate physical therapy utilizing sensorimotor activities, therapeutic exercises, mobility training, self-help skills, and use of special adaptive equipment;
    d. Participate in AGENCY planning meetings, such as Educational Team Conferences, Individualized Educational Plan Meetings, staffings, or other meetings as mutually agreed upon by both parties of the contract;
    e. Orient, train, and supervise professional and nonprofessional staff in treatment methods as they relate to the educational setting;
    f. Assess, modify, and improve each individualized physical therapy program as the client changes and his/her needs change;
    g. Provide periodic verbal and written reports to the AGENCY;
    h. Provide in-service training for staff and families upon request of the AGENCY;
    i. Provide other services as may be mutually agreed upon by both parties of this contract.
2. As mandated by state and federal law, the THERAPY PROVIDER(S) will provide input for IEP goals / objectives related to physical therapy needs for each student receiving services, Furthermore, the THERAPY PROVIDER(S) will maintain treatment records. Informal assessment of progress on IEP goals will be ongoing with IEP goals revised annually, or more often if deemed necessary. Participation in IEP meetings and parent conferences is considered essential for provision of services, when possible.
3. The THERAPY PROVIDER(S) shall perform these services for students referred by the AGENCY. The need for ongoing Physical Therapy Services for the referred student shall be determined jointly by the THERAPY PROVIDER(S) and the AGENCY'S school team.
4. The AGENCY shall obtain appropriate educational and medical information on referred students.
5. The specific recommendations given by the THERAPY PROVIDER(S) for any student shall not be used in the school or home program of any other student unless advice concerning such action is first obtained from the THERAPY PROVIDER(S).
6. In the event that the AGENCY'S need for Physical Therapy services increases during the contract period and the THERAPY PROVIDER(S) is/are able to provide the additional services, the THERAPY PROVIDER(S) contract will be amended per School Board approval. The THERAPY PROVIDER(S) will invoice the AGENCY monthly for additional time at the same hourly rate as listed on the current contract. If the THERAPY PROVIDER(S) is/are unable to provide additional services, the AGENCY is free to contract or employ a Physical Therapist for the additional hours needed.
7. The AGENCY shall monitor the services of the THERAPY PROVIDER(S) through regular meetings or telephone Conferences with the THERAPY PROVIDER(S) and/or the AGENCY personnel.

8. The **AGENCY** agrees to pay the **THERAPY PROVIDER(S)** at a rate of $ 55.00 per hour, for 27 hours weekly for 35 weeks or 945 total hours for a Physical Therapist (PT) and $ 50.00 per hour for 57 hours weekly for 34 weeks or 1938 total hours for a Physical Therapy Assistant (PTA) for a total contract price not to exceed $ 148,875.00 for all Services delivered under the terms of this contract during the period of July 1, 2024, thru June 30, 2025. No charges will be made for mileage reimbursement. The **THERAPY PROVIDER(S)** will be allowed, with no financial penalty, three (3) sick days leave and two (2) professional days. Professional days will be approved in advance by the Director of Special Services. Each Provider will log their sick leave and two professional days. The parties agree that inclusive within this contract fee are:
   a. All therapy services previously outlined, travel time between schools in the AGENCY'S district, related administrative and record-keeping duties deemed necessary by the THERAPY PROVIDER for adequate delivery of service to the AGENCY.
      1. Services will begin on July 1, 2024, and shall extend through June 30, 2025, or the last day of school whichever comes first. Excluded are holidays and school breaks.
      2. In the event of student absences, distance learning, or cancellation of Physical TherapyServices by the AGENCY, except regularly scheduled school holidays and breaks, the THERAPY PROVIDER(S) will utilize this time to work on related matters to the AGENCY'S students, i.e. classroom or teacher consultation, teletherapy, chart review, classroom or home program, etc.
      3. In the event of absences or cancellation of Physical Therapy Services by the THERAPY PROVIDER(S), except regularly scheduled school holidays and breaks, the THERAPY PROVIDER(S) will make up the day(s) absent, will have an adjustment made by salary deduction, or provide a qualified substitute.
      4. The THERAPY PROVIDER(S) will maintain records of all time spent providing Physical Therapy Services. Monthly Service Logs must be signed and submitted to the Office of Special Services by no later than the 5th day of each working month.
      5. The THERAPY PROVIDER(S) will furnish Certificates of Professional Liability Insurance coverage which will be kept enforced during the terms of this contract. In addition to such insurance, the THERAPY PROVIDER(S) agrees to indemnify and hold District and its agents, employees, and officers harmless against claims, demands, or action against District arising from the services provided.
   b. Physical Therapy services will be provided at the AGENCY's schools, and the AGENCY will provide adequate space for the implementation of physical therapy services, except during the event of mandated distance learning by the AGENCY, at which time physical therapy services provision and/or consultation will be provided through teletherapy, email, phone, or text.

9. The AGENCY represents that it has the funds for fulfillment of this contract and will pay all fees as follows:
   a. The THERAPY PROVIDER(S) will submit monthly invoices and monthly Physical Therapy Service Logs/ Documentation **by no later than the 5th day** of each working month.
   b. The AGENCY will make 10 payments not to exceed $ 14,887.50 and any additional invoiced amounts not to exceed $ 3,000.00 during the period of July 1, 2024, through June 30, 2025 and will include ESY services. The total payments shall not exceed $151,875.00 per contract period. Payments are to be made no later than the 1st day following monthly Board of Education meetings, commencing September 1, 2024, and continuing each month thereafter through May 31, 2025 or following June 2025 BOE Meeting.

10. The date of execution of this contract needs not correspond to the effective dates, but the effective dates shall be controlling and shall be the commencement and termination dates.

11. This contract shall become effective on July 1, 2024, and shall terminate on June 30, 2025.

The Contract for Physical Therapy Service is acceptable. I/We agree to provide the services as outlined in the contract.

Rhonda McAllister, PT — 5/20/2024

PHYSICAL THERAPIST, INTEGRATIVE PHYSICAL THERAPY — DATE

Oklahoma License #PT 1607

INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA

PRESIDENT, BOARD OF EDUCATION — DATE

CLERK, BOARD OF EDUCATION — DATE

Owasso Public Schools
Education Service Center
1501 N Ash Street, Owasso, OK 74055
Phone: (918) 272-5367 • Fax: (918) 272-8111
owassops.org

OCCUPATIONAL THERAPY SERVICES

This Contract, entered into this 1st day of July 2024 by and between Owasso Public Schools (the Agency) and Beth Anne Manipella, O.T. (The Therapy Provider(s) affirms that:

WHEREAS, the AGENCY has determined that it is necessary to retain the services of a qualified Occupational Therapist (OT/L) licensed by the Oklahoma State Board of Medical Licensure and Supervision and/or an Occupational Therapy Assistant (OTA) for consultation and/or treatment of students in the **Agency's** school district;

WHEREAS, the above-named individual(s) are duly qualified to perform these services;

NOW, THEREFORE, the parties agree as follows:

1. The THERAPY PROVIDER(S) shall perform any or all of the following services, as requested by the AGENCY;

   a. evaluate each referred student, formally or informally;
   b. provide recommendations for IEP goals, individual or group therapy, teletherapy as deemed necessary;
   c. determine specific therapeutic needs, plan and provide appropriate occupational therapy utilizing sensorimotor activities, therapeutic exercises, mobility training, self-help skills, and use of special adaptive equipment;
   d. participate in AGENCY planning meetings, such as Educational Team Conferences, Individualized Educational Plan Meetings, staffings, or other meetings as mutually agreed upon by both parties of the contract;
   e. orient, train, and supervise professional and nonprofessional staff in treatment methods as they relate to the educational setting;
   f. assess, modify, and improve each individualized occupational therapy program as the client changes and his/her needs change;
   g. provide periodic verbal and written reports to the **AGENCY**;
   h. provide in-service training for staff and families upon request of the **AGENCY**;
   i. provide other services as may be mutually agreed upon by both parties of this contract.

2. As mandated by state and federal law, the **THERAPY PROVIDER**(S) will provide input for IEP goals / objectives related to occupational therapy needs for each student receiving services. Furthermore, the **THERAPY PROVIDER(S**) will maintain treatment records. Informal assessment of progress on IEP goals will be ongoing with IEP goals revised annually, or more often if deemed necessary. Participation in IEP meetings and parent conferences is considered essential for provision of services, when possible.

3. The **THERAPY PROVIDER(S**) shall perform these services for students referred by the **AGENCY**. The need for ongoing Occupational Therapy services for the referred student shall be determined jointly by the **THERAPY PROVIDER(S)** and the **AGENCY'S** school team.

4. The **AGENCY** shall obtain appropriate educational and medical information on referred students.

5. The specific recommendations given by the **THERAPY PROVIDER(S)** for any student shall not be used in the school or home program of any other student unless advice concerning such action is first obtained from the **THERAPY PROVIDER(S).**

6. In the event that the **AGENCY'S** need for Occupational Therapy services increases during the contract period and the **THERAPY PROVIDER(S**) is/are able to provide the additional services, the **THERAPY PROVIDER(S)** contract will be amended per School Board approval. The **THERAPY PROVIDER(S)** will invoice the **AGENCY** monthly for additional time at the same hourly rate as listed on the current contract. If the **THERAPY PROVIDER(S)** is/are unable to provide the additional services, the **AGENCY** is free to contract or employ an Occupational Therapist for the additional hours needed.

7. The **AGENCY** shall monitor the services of the **THERAPY PROVIDER(S)** through regular meetings or telephone conferences with the **THERAPY PROVIDER(S)** and/or with **AGENCY** personnel.

8. The **AGENCY** agrees to pay the **THERAPY PROVIDER(S)** at a rate of $ 55.00 per hour, for 28 hours weekly for 35 weeks or 980 total hours for an Occupational Therapist (OT) and $ 50.00 per hour for 73.5 hours weekly for 34 weeks or 2499 total hours for a Certified Occupational Therapy Assistant (COTA) for a total contract price not to exceed $ 178,850.00 for all Services delivered under the terms of this contract during the period of July 1, 2024, thru June 30, 2025. No charges will be made for mileage reimbursement. The **THERAPY PROVIDER(S)** will be allowed, with no financial penalty, three (3) sick days leave and two (2) professional days. Professional days will be approved in advance by the Director of Special Services. Each provider will log their sick leave and professional days. The parties agree that inclusive within this contract fee are:
   A. All therapy services previously outlined, travel time between schools in the **AGENCY'S** district, related administrative and record-keeping duties deemed necessary by the **THERAPY PROVIDER** for adequate delivery of service to the **AGENCY**.
      1. Services will begin on July 1, 2024, and shall extend through June 30, 2025, or the last day of school, whichever is first. Excluded are holidays and school breaks.
      2. In the event of student absences, distance learning, or cancellation of Occupational Therapy Services by the **AGENCY**, except regularly scheduled school holidays and breaks, the **THERAPY PROVIDER(S)** will utilize this time to work on related matters to the **AGENCY'S** students, i.e.: classroom or teacher consultation, chart review, classroom or home program, etc.
      3. In the event of absences or cancellation of Occupational Therapy Services by the **THERAPY PROVIDER(S),** except regularly scheduled school holidays and breaks, the **THERAPY PROVIDER(S)** will make up the day(s) absent, will have an adjustment made by salary deduction, or provide a qualified substitute.
      4. The **THERAPY PROVIDER(S)** will maintain records of all time spent providing Occupational Therapy Services. Monthly Service Logs must be signed and submitted to the Office of Special Services by **no later than the 5th day** of each working month.
      5. The **THERAPY PROVIDER(S)** will furnish Certificates of Professional Liability Insurance coverage which will be kept enforced during the terms of this contract. In addition to such insurance, the **THERAPY PROVIDER(S)** agrees to indemnify and hold District and its agents, employees, and officers harmless against claims, demands, or action against the District arising from the services provided.
   B. Occupational Therapy services will be provided at the **AGENCY'S** schools, and the **AGENCY** will provide adequate space for the implementation of occupational therapy services except during the event of mandated distance learning by the **AGENCY**, at which time occupational therapy service provision and/or consultation will be provided through teletherapy, email, phone, or text.

9. The **AGENCY** represents that it has the funds for fulfillment of this contract and will pay all fees as follows:

   a. The **THERAPY PROVIDER(S)** will submit monthly invoices and Occupational Therapy Service logs and documentation.
   b. The **AGENCY** will make 10 payments not to exceed $ 17,885.00 and any additional invoiced amounts not to exceed $1,000.00 during the period of July 1, 2024, through June 30, 2025 to include ESY Services. The total payments shall not exceed $179,850.00 per contract period. Payments are to be made no later than the 1st day following monthly Board of Education meetings, commencing September 1, 2045, and continuing each month thereafter through May 31, 2025, or following June 2025 BOE Meeting.

10. The date of execution of this contract need not correspond to the effective dates, but the effective dates shall be controlling and shall be the commencement and termination dates.

11. This contract shall become effective on July 1, 2024, and shall terminate on June 30, 2025.

The Contract for Occupational Therapy Services is acceptable. I/We agree to provide the services as outlined in the contract.

Beth Anne Manipella — 5/23/24

OCCUPATIONAL THERAPIST — DATE

Oklahoma License #OT 422

INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA

ATTEST:

PRESIDENT, BOARD OF EDUCATION — DATE

CLERK, BOARD OF EDUCATION — DATE

Owasso Public Schools
Education Service Center
1501 N Ash Street, Owasso, OK 74055
Phone: (918) 272-5367 • Fax: (918) 272-8111
owassops.org

OCCUPATIONAL THERAPY SERVICES

This Contract, entered into this 1st day of July, 2024 by and between Owasso Public Schools (the Agency) and Stephanie Kuykendall, O.T., Function 1st Therapies (The Therapy Provider(s) affirms that:

WHEREAS, the AGENCY has determined that it is necessary to retain the services of a qualified Occupational Therapist (OT/L) licensed by the Oklahoma State Board of Medical Licensure and Supervision and/or an Occupational Therapy Assistant (OTA) for consultation and/or treatment of students in the **Agency's** school district;

WHEREAS, the above named individual(s) are duly qualified to perform these services;

NOW, THEREFORE, the parties agree as follows:

1. The THERAPY PROVIDER(S) shall perform any or all of the following services, as requested by the AGENCY:

   A. evaluate each referred student, formally or informally;
   B. provide recommendations for IEP goals, individual or group therapy, as deemed necessary;
   C. determine specific therapeutic needs, plan and provide appropriate occupational therapy utilizing sensorimotor activities, therapeutic exercises, mobility training, self-help skills, and use of special adaptive equipment;
   D. participate in AGENCY planning meetings, such as Educational Team Conferences, Individualized Educational Plan Meetings, staffings, or other meetings as mutually agreed upon by both parties of the contract;
   E. orient, train, and supervise professional and nonprofessional staff in treatment methods as they relate to the educational setting;
   F. assess, modify, and improve each individualized occupational therapy program as the client changes and his/her needs change;
   G. provide periodic verbal and written reports to the **AGENCY**;
   H. provide in-service training for staff and families upon request of the **AGENCY**;
   I. provide other services as may be mutually agreed upon by both parties of this contract.

2. As mandated by state and federal law, the **THERAPY PROVIDER**(S) will provide input for IEP goals / objectives related to occupational therapy needs for each student receiving services. Furthermore, the **THERAPY PROVIDER(S**) will maintain treatment records. Informal assessment of progress on IEP goals will be ongoing with IEP goals revised annually, or more often if deemed necessary. Participation in IEP meetings and parent conferences is considered essential for provision of services, when possible.

3. The **THERAPY PROVIDER(S**) shall perform these services for students referred by the **AGENCY**. The need for ongoing Occupational Therapy services for the referred student shall be determined jointly by the **THERAPY PROVIDER(S)** and the **AGENCY'S** school team.

4. The **AGENCY** shall obtain appropriate educational and medical information on referred students.

5. The specific recommendations given by the **THERAPY PROVIDER(S)** for any student shall not be used in the school or home program of any other student unless advice concerning such action is first obtained from the **THERAPY PROVIDER(S).**

6. In the event that the **AGENCY'S** need for Occupational Therapy services increases during the contract period and the **THERAPY PROVIDER(S**) is/are able to provide the additional services, the **THERAPY PROVIDER(S)** contract will be amended per School Board approval. The **Therapy Provider(s)** will invoice the **AGENCY** monthly for additional time at the same hourly rate as listed on the current contract. If the **THERAPY PROVIDER(S)** is/are unable to provide the additional services, the **AGENCY** is free to contract or employ an Occupational Therapist for the additional hours needed.

7. The **AGENCY** shall monitor the services of the **THERAPY PROVIDER(S)** through regular meetings or telephone conferences with the **THERAPY PROVIDER(S)** and/or with **AGENCY** personnel.

8. The **AGENCY** agrees to pay the **THERAPY PROVIDER(S)** at a rate of $ 55.00 per hour, for 17 hours weekly for 35 weeks or 595 total hours for an Occupational Therapist (OT) and $ 50.00 per hour for 48 hours weekly for 34 weeks or 1632 total hours for a Certified Occupational Therapy Assistant (COTA) for a total contract price not to exceed $ 114,325.00 for all Services delivered under the terms of this contract during the period of July 1, 2024 thru June 30, 2025. No charges will be made for mileage reimbursement. The **THERAPY PROVIDER(S)** will be allowed, with no financial penalty, three (3) sick days leave and two (2) professional days. Professional days will be approved in advance by the Director of Special Services. Each provider will log their sick days and/or professional days. The parties agree that inclusive within this contract fee are:
   A. All therapy services previously outlined, travel time between schools in the **AGENCY'S** district, related administrative and record-keeping duties deemed necessary by the **THERAPY PROVIDER** for adequate delivery of service to the **AGENCY**.
      1. Services will begin on July 1, 2024 and shall extend through June 30, 2025, or the last day of school, whichever is first. Excluded are holidays and school breaks.
      2. In the event of student absences, distance learning or cancellation of Occupational Therapy Services by the **AGENCY**, except regularly scheduled school holidays and breaks, the **THERAPY PROVIDER(S)** will utilize this time to work on related matters to the **AGENCY'S** students, i.e.: classroom or teacher consultation, chart review, classroom or home program, etc.
      3. In the event of absences or cancellation of Occupational Therapy Services by the **THERAPY PROVIDER(S),** except regularly scheduled school holidays and breaks, the **THERAPY PROVIDER(S)** will make up the day(s) absent, will have an adjustment made by salary deduction, or provide a qualified substitute.
      4. The **THERAPY PROVIDER(S)** will maintain records of all time spent providing Occupational Therapy Services. Monthly Service Logs must be signed and submitted to the Office of Special Services by **no later than the 5th day** of each working month.
      5. The **THERAPY PROVIDER(S)** will furnish Certificates of Professional Liability Insurance coverage which will be kept enforced during the terms of this contract. In addition to such insurance, the **THERAPY PROVIDER(S)** agrees to indemnify and hold District and its agents, employees, and officers harmless against claims, demands, or action against District arising from the services provided.
   B. Occupational Therapy services will be provided at the **AGENCY'S** schools, and the **AGENCY** will provide adequate space for the implementation of occupational therapy services except during the event of mandated distance learning by the **AGENCY**, at which time occupational therapy service provision and/or consultation will be provided through teletherapy, email, phone, or text.

9. The **AGENCY** represents that it has the funds for fulfillment of this contract and will pay all fees as follows:
   A. The **THERAPY PROVIDER(S)** will submit monthly invoices and Occupational Therapy Service logs and Documentation.
   B. The **AGENCY** will make 10 payments not to exceed $ 11,432.50 and any additional invoiced amounts not to exceed $ 1,000.00 during the period of July 1, 2024 through June 30, 2025. The total payments shall not exceed $ 115,325.00 per contract period. Payments are to be made no later than the 1st day following monthly Board of Education meetings, commencing September 1, 2024 and continuing each month thereafter through May 31, 2025 or following June, 2025 BOE Meeting.

10. The date of execution of this contract need not correspond to the effective dates, but the effective dates shall be controlling and shall be the commencement and termination dates.

11. This contract shall become effective on July 1, 2024 and shall terminate on June 30, 2025. .

The Contract for Occupational Therapy Services is acceptable. I/We agree to provide the services as outlined in the contract.

Stephanie Kuykendall, OTR/L, MS-MFT 6-3-2024
OCCUPATIONAL THERAPIST DATE DATE

Oklahoma License #OT__753_____

INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA

ATTEST:

_____ _____

President, Board of Education Date Clerk, Board of Education Date

MEMORANDUM OF UNDERSTANDING BETWEEN
YOUTH SERVICES OF TULSA AND OWASSO PUBLIC SCHOOL DISTRICT

This Memorandum of Understanding (MOU) describes and documents the understanding and agreement between Youth Services of Tulsa (YST) and Owasso Public Schools (The District)

The parties agree to the following:

1. **Term**
   The MOU will be in effect from **June 1, 2024,** through **May 31, 2025,** and can be terminated by either party with a 30-day written notice prior to that time.
2. **Purpose**
   The purpose of this MOU is to establish a working arrangement and agreement between YST and The District in support of The District's needs for substance abuse and mental health services.

   The goal of the collaboration is to provide individual, group and family services to help students struggling with substance abuse and mental health challenges.

3. **Youth Services of Tulsa Responsibilities**
   YST will:

   - Provide needed substance abuse, counseling and family support groups throughout the school year.
   - Ensure professionals providing services have passed a background check and are qualified to provide the identified services.
   - Serve as a resource to The District for professional development in areas of expertise as requested.

4. **The Districts Responsibilities**
   The District will:

   - Provide referrals to YST for the identified groups and other needed services.
   - Provide space to YST staff to facilitate groups and other services.
   - Provide reimbursement for services at a rate stipulated in mutually executed contract.
5. **Student Safety**
   The parties agree that student safety is a top priority. In an effort to protect the student's safety YST agrees to not place any individual on the District property, whether as an officer, agent, employee or contractor, if that person has been convicted of a felony or has been convicted of any crime involving moral turpitude. YST hereby certifies that none of its respective employees, officers, agents or contractors placed on the District property are currently registered or required to be registered under the

provisions of the Oklahoma Sex Offenders Registration Act or the Mary Rippy Violent Offender Registration Act. YST shall submit written proof to the District that all agents, employees or representatives coming on to the District property have passed background checks prior to their entering on The District Property. All YST officers, agents, employees or contractors must have in their possession at all times a current photo ID which identifies them as an officer, agent, employee or contractor of YST as applicable, and, if required by the District, a photo ID authorizing access to a specific District site. If at any time a YST employee demonstrates actions which are inappropriate or create a disruption within a school, the principal may require that such person leave The District property and not return without specific permission of the principal.

6. **Confidentiality**

Recognizing the interest of The District to provide the most secure environment possible for its students, YST agrees to act in compliance with all applicable state and federal laws and to protect the privacy of student information and educational records in accordance with the Family Educational Rights and Privacy Act of 1974, as Amended (FERPA).

7. **Point of Contact**

The following individuals will act as the point of contact for this MOU. Should there be any change in personnel, each party agrees to notify the other of the corrected contact information as soon as possible.

Youth Services of Tulsa, Inc.
Craig Henderson LCSW
311 S. Madison, Tulsa OK. 74120
918-688-8161
chenderson@yst.org

Owasso Public Schools

Paul Croft
District Contact

1501 N. Ash
District Address

918-272-2001
Phone

paul.croft@owassops.org
Email

8. **Insurance and Indemnity**
   YST has Commercial General Liability and Professional Liability Coverage that insures YST for $1,000,000 (each occurrence) and $2,000,000 (general aggregate limit). Further, YST has Sexual/Physical Abuse Vicarious Liability Coverage that insures YST for $100,000 (each abusive conduct limit) and $300,00 (aggregate limit). If requested, YST will furnish to the District verification that it has required insurance coverage in place. If the required insurance coverage is cancelled during the term of this MOU, YST will immediately notify the District.
9. **Miscellaneous Provisions**
   Any party may cancel this MOU with thirty (30) days written notice to the other parties. Notice should be sent to the contact person listed above. All parties shall operate in accordance with applicable federal and state laws and regulations.

   It is the express intention of the parties that this MOU shall not be construed as, or given the effect of creating a joint venture, partnership or affiliation or association that would render the parties liable as partners, agents, employer-employee, contractor-sub-contractor, or otherwise create any joint and several liability. The parties intend that each shall be responsible for its own intentional and negligent acts or omissions to act. The parties shall be responsible for acts and omissions to act of their respective officers and employees while acting within the scope of their employment according to the Government Tort Claims Act.

   All parties agree to the terms of this Memorandum.

Signed:

Youth Services of Tulsa

_____
David C. Grewe, Executive Director

5/10/2024
_____
Date

Owasso Public Schools

_____

_____ _____
Name Date:

- Ram Academy Substance Use Education and Prevention Group.

YST to provide a 1-hour weekly group to run throughout the school year that provides substance use education and prevention concepts as well as facilitation of discussions around mental health and coping skills. Students are selected by appropriate Ram Academy staff or can be self-referred. Goal of the group is to reduce substance use, improve emotional health, and reduce harm caused by substance use.

- Violation of Substance Use Policy Substance Use Education and Prevention Group

YST to provide an 8 week 1-hour Substance Use Education and Prevention group for high school students, and a separate 8 week 1-hour Substance Use Education and Prevention group for mid high students who have violated the districts substance use policy and have been referred by appropriate Owasso staff. Curriculum will include addiction concepts, brain development, consequences of marijuana, alcohol, opioids, hallucinogens, benzodiazepines, and prescription drugs use. Curriculum can be edited to meet the individual needs of the students and district.

- Positive UA Result Substance Use Education and Prevention Group

YST to provide (3) 1-hour group sessions that reoccur weekly at the same time each week. It is recommended this group be separated into mid high and high school groups when needed. Curriculum will include addiction concepts, brain development, consequences of marijuana, alcohol, and prescription drugs use. Curriculum can be edited to meet the individual needs of the students and district.

Group services will be facilitated by a Masters level licensed substance abuse counselor or a Masters level substance abuse counselor who is under supervision for licensure. Groups are billed at $45.00 per hour with a 2 hour minimum

SPECIFICATIONS FOR CONTRACT

DUTIES OF THE CONTRACTOR

For purposes of this contract, Owasso Public Schools shall be referred to as the "District".

Contractor is to supply all labor for all service calls 24/7/365 throughout the District. Contractor shall be on site within one hour from the time the service call is placed.

A "service call" includes, but is not limited to, broken or malfunctioning equipment, temperature adjustments, water leaks that may be related to HVAC equipment, electrical issues, natural gas issues, or any other issue that the District suspects may involve any heating or A/C unit or system.

Contractor will be an integral part of our energy management team. Therefore, all personnel assigned to the District or who respond to services calls shall be Honeywell certified as well as *Trane* certified on energy management systems. Contractor will attend all energy management meetings when requested by the District at no additional cost, and will assist the district in developing energy management policies and procedures. Contractor will be responsible for monitoring and maintaining temperature controls for the district on a year-round basis. Contractor will also be on call to assist the District in adjusting thermostats throughout the district during extreme weather conditions at no additional cost to the District. Contractor shall obtain, at their own expense, appropriate equipment to monitor and adjust thermostat settings remotely in order to fulfill the provisions of this contract.

Contractor is to perform all preventative maintenance on all equipment District Wide. The schedule for preventative maintenance shall be as follows:

- **Contractor to perform preventative maintenance at all district wide sites a total of (4) times a year. (every 3 months) at this time reports of any findings and irregularities will be submitted and reported to the Director of Facilities.**

Contractor is to supply all air filters (merv 8 minimum) as well as all dynamic filtration filters district wide.

Contractor is to supply all the refrigerants needed for the school year 2024-2025.

Contractor to supply all chemicals and labor costs needed for cleaning condenser coils, this will be performed on as needed basis with at least one (1) complete

cleaning district wide per year. This is to be documented and a copy provided to the Director of Facilities.

Contractor will supply all contactors (40 amp and below), transformers, fuses (100 amp/600 v and below) all wiring items (connectors) all heating ignition controls for all rooftop units, all drive belts, and all equipment needed for brazing copper refrigerant lines.

Contractor will provide eddy current tube analysis on the three (3) chillers located at the high school.

Contractor will provide all labor needed for unit replacement. This will include setting all curbs, setting the units, re-connection of all ductwork and line voltage and low voltage wiring for the complete operation of all new equipment.

Contractor will provide spot coolers/heaters for temporary cooling/heating if repairs are extended over 24 hours.

Contractor will oversee and file for all available utility rebates and/or manufacturer rebates. All rebate payments will be made to Owasso Public Schools, ISD 11.

DUTIES OF THE DISTRICT

The District will supply all compressors, motors, fan blades as well as evaporator blower assemblies, fuses above 100amp/600v, as well as all breakers and disconnects.

The District will supply all lifting services for new units, large compressor/motor replacements.

The District will supply all circuit boards, variable frequency drive controls, boiler controls, and all parts associated with energy management controls.

The District will supply all heat exchanger assemblies and associated parts (induced draft motors and gaskets).

The District will supply all parts needed for the three (3) Trane chillers located at the high school as well as any pumps, motors, glycol, and automated water valves district wide.

The District will supply all variable air volume controls and equipment replacements.

The District will supply all parts needed for any chill water piping repairs as well as all hoses and fittings associated with any chilled water system.

The District will supply an area for the contractor to preform daily meetings and store filters. The district will provide the utilities for this area and the Contractor will provide furnishings, phone, and security services.

INSURANCE REQUIREMENTS

Contractor is required to be fully insured for workers compensation, general liability, and auto insurance and provide the District with appropriate insurance certificates. General liability policy limits shall be at least $1,000,000 per occurrence, $100,000 for damage to premises per occurrence, $5,000 medical per person, $1,000,000 personal injury, $2,000,000 general aggregate, and $2,000,000 products and completed operations aggregate. Auto insurance shall be $1,000,000 for combined single limit per accident on scheduled autos. Workers Compensation and Employer's Liability coverage must have policy limits of $500,000 for each accident, $500,000 disease per employee, and $500,000 disease policy limit. The certificate holder (the District) shall be listed as an additional insured on both the general liability and auto coverage.

Amanda Cullen — 5/31/24

Contractor Signature — **Date**

_____ — _____

Owasso Public Schools — **Date**

OWASSO PUBLIC SCHOOLS

HVAC BID

AS PER SPECIFCATIONS

TOTAL BID AMOUNT $550,000.00

AMOUNT IN WORDS five hundred fifty thousand & 00/100

SIGNATURE Amanda Gullige DATE 5/31/24

ATTACH SEAL IF INCORPORATED

ECT SERVICES INC
CORPORATE
SEAL
OKLAHOMA

BETWEEN: Owasso Public Schools
1501 N. Ash
Owasso, OK 74055

AND:

American Waste Control
1420 W. 35th St.
Tulsa, OK 74107

SERVICE AGREEMENT

American Waste Control agrees to provide weekly trash removal to all Owasso Public School sites as specified on the attached Waste Control Bid Sheet starting July 1, 2024 through June 30, 2025. These services will be paid monthly in the amount of **$5,276.76** for the months of August 2024 through May 2025. For the months of July 2024 and June 2024, the monthly amount to be paid will be **$4011.85.** Any extra scheduled trash pick-ups will be billed to Owasso Public Schools as quoted on the attached bid sheet.

Signed this 3rd day of June, 2024 by:

Mike Self
Sales Mgr.
American Waste Control

Owasso Public Schools

Schindler Elevator Corporation
3168 South 108th East Avenue
Tulsa, OK 74146-1622
Phone: 918-627-1116
Fax: 918-627-1191

June 4, 2024

Paul Croft
Owasso Public Schools
1501 North Ash St
Owasso, OK 74055

Attn: Paul Croft
Re: Owasso Public Schools

Dear Mr. Croft:

At Schindler Elevator we are always trying to find ways to invest long term in our customers.

Schindler recognizes the option to renew for an additional one year term with Owasso Public Schools for the maintenance of the elevators.

With your signature below as confirmation and acceptance, Schindler will make only the below changes to the agreement #4100109633

1) The term of this Agreement shall be effective commencing on July 1, 2024 and terminating on June 30th, 2025 and will continue for one year from said date. Owasso Public Schools in its sole discretion may offer Schindler an opportunity to renew this Agreement for an additional four (4) one (1) year term(s). The continuing purchase by Owasso Public Schools of the goods and/or services set forth in this Agreement is subject to School's needs and to School's annual appropriation of sufficient funds in School's fiscal year (July 1st to June 30th) in which such goods and/or services are purchased. In the event Owasso Public Schools does not appropriate or budget sufficient funds to perform this Agreement, this Agreement shall be null and void without further action by Owasso Public Schools."

2) The pricing for fiscal year 2024-2025 will be $5896.32 annually ($491.36/mo.).

With your signature below as acknowledgement and acceptance, Schindler will make only these changes to the agreement effective July 1, 2024 - June 30, 2025.

Client: _____ _____ _____
Name (Please Print) Signature Date

Schindler: Brandon Schutz 6/4/2024 Brandon Schutz
Name (Please Print) Signature Date

This is in addition to and not in lieu of the terms and conditions of your original elevator agreement.

Brandon Schutz
Sales Rep EI

Signature Service

Signature Contract

Signature Service

ACCOUNT NAME & ADDRESS	Owasso Public Schools 501 E SECOND AVE Owasso, OK 74055
CUSTOMER NAME & CONTACT INFO	Paul Croft 918-649-7545 Paul.croft@owassops.org

CONTRACT SUMMARY

MAINTENANCE	Overview of your preventative maintenance plan and which parts are included
RELIABILITY & RESPONSIVENESS	Details concerning the level of coverage you have along with Otis' method for ensuring timely dispatching and parts availability to meet your needs
COMMUNICATION	Summary of the many ways for you to communicate with us and receive information from us
SAFETY & ENVIRONMENT	Safety is our number one priority- this section includes an outline of safety features and activities pertaining to your equipment
SCHEDULE & CLARIFICATIONS	Terms and conditions about our regular working hours, insurance coverage and legal requirements
PAYMENT & ACCEPTANCE	Price and term of agreement followed by the signatory area and billing information

COVERAGE TERMS	**Price : $425.00 per month, payable semi-annually in advance** **Duration : one (1) year(s)**
DELIVERING THE PROMISE	*We look forward to delighting you with world class service.*

Otis Elevator Company
M:

For emergencies:
OTISLINE® Customer Care 800.233.6847

1725 SOUTH MAIN STREET
TULSA, OK 74119
otis.com

OTIS
Confidential

Signature Service

Otis Service

5/28/2024

CUSTOMER NAME
Owasso Public Schools
501 E SECOND AVE
Owasso, OK 74055

OTIS ELEVATOR COMPANY
1725 SOUTH MAIN STREET
TULSA, OK 74119

PROJECT LOCATION
OWASSO HIGH SCHOOL
12901 E 86TH ST N
OWASSO, OK 74055-8734

PROPOSAL NUMBER
QTE-001920565

Otis Elevator Company or "we" agree to furnish Otis Service to Customer or "you" on the equipment ("Units") described below as set forth in this Contract.

OTIS SERVICE

EQUIPMENT DESCRIPTION

No Of Units	Type Of Units	Manufacturer	Customer Designation	Machine Number
2	Hydraulic	Montgomery, OTIS	COMMONS ELV, SOUTH END	F64320, 235144

CONTRACT PRICE

The contract gross price is four hundred twenty-five dollars ($425.00) per month, payable semi-annually in advance.

If you select a different payment frequency, please initial next to the additional cost/discount to be applied to your contract price.

Billing Frequency	Additional Cost/Discount	Initial to Accept
Monthly	+4%	
Quarterly	+3%	
Annually	-1%	

TERM & RENEWAL

The Commencement Date will be 7/1/2024. The initial term of this Contract will be for one (1) year(s) beginning on the Commencement Date.

PAYMENT

Payments will be due and payable for the term of the Contract, in accordance with the payment instructions on your invoice. The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.

INVOICE DELIVERY

The standard method of invoice delivery is via email. Please provide your email address(es) in the bill to section of this document. You agree to immediately update us with any changes to the invoice delivery email address(es). If you wish to receive your invoices via Mail, an additional fee of $5.00 per month will be added to your monthly contract price.

Alternate Invoice Delivery Method	Additional Cost	Initial to Accept
Mail	$5.00	

AUTOPAY

Visit https://otis.payinvoicedirect.com to register for autopay to automatically debit your bank account for your invoice payments.

PRICE ADJUSTMENT

The Contract Price will be adjusted on the Commencement Date anniversary or as of the effective date of any labor rate increase by the percentage increase in the straight time hourly labor cost under the International Union of Elevator Constructors. The term "straight time hourly labor cost" means the sum of the straight time hourly labor rate plus the hourly cost of fringe benefits paid to elevator examiners in the locality where the equipment is maintained. In addition, Otis may adjust the Contract Price as a result of any substantial changes in service expenses, including but not limited to expenses in connection with fuel, waste disposal, environmental requirements, cost of materials, changes to government regulations or other administrative costs. If the price adjustment date and billing frequency do not align, the price adjustment date will be changed to ensure continued alignment with the billing frequency.

OTIS MAINTENANCE MANAGEMENT SYSTEM™ (OMMS™)

We will use the Otis Maintenance Management System (OMMS™) preventative maintenance program to deliver service tailored to your specific building needs. Equipment type, component life, equipment usage, and building environment will be taken into account by the OMMS™ scheduling system, which will be used to plan maintenance activities in advance.

MAINTENANCE

Otis will maintain the Units using trained personnel directly employed and supervised by us, or through the use of remote monitoring or other technology in Otis' sole discretion. Without affecting our obligation to provide service under this Contract, you agree to permit us to train our personnel on the Units. The maintenance will not include repair, but will include inspection, lubrication and, in Otis' discretion, minor adjustment of the following parts:

- Controller parts, selectors and dispatching equipment, relays, solid-state components, transducers, resistors, condensers, power amplifiers, transformers, contacts, leads, dashpots, timing devices, computer and microcomputer devices, steel selector tapes, mechanical and electrical driving equipment, signal lamps, and position indicating equipment.
- Door operators, car door hangers, car door contacts, door protective devices, load weighing equipment, car frames, car safety mechanisms, platforms, car and counterweight guide shoes including rollers and gibs, and emergency car lighting.

- Hoistway door interlocks and hangers, bottom door guides, and auxiliary door closing devices.
- Machines, worms, gears, thrust bearings, drive sheaves, drive sheave shaft bearings, brake pulleys, brake coils, contacts, linings, and component parts.
- Motors, brushes, operating-switch and relay components, plug-in relays, special lamps for car and hall fixtures, special lamps for emergency car lighting, and fuses (except main line disconnect).
- Governor components, governor sheaves and shaft assemblies, bearings, contacts, governor jaws, deflector or secondary sheaves, car and counterweight buffers, car and counterweight guide rails, car and counterweight sheave assemblies, top and bottom limit switches, governor tension sheave assemblies, and compensating sheave assemblies.
- Pumps, pump motors, operating valves, valve motors, leveling valves, plunger packings, exposed piping, above ground plungers and cylinders, and hydraulic fluid tanks.
- Escalator handrails, handrail drive chains, handrail brush guards, handrail guide rollers, alignment devices, steps, step treads, step wheels, step chains, step axle bushings, comb plates, floor plates, tracks, external gearing, and drive chains.
- Escalator upper drives, upper drive bearings, tension sprocket bearings, upper newel bearings and lower newel bearings, demarcation lights, and comb lights.

In addition to other exclusions set forth in this Contract, this Contract does not include any service of parts that are not listed above. No service other than that specifically stated as covered in this Contract is included or intended. Furthermore, this Contract does not cover any service that requires disassembly, exceeds two (2) hours of service time, or requires a team of two (2) or more personnel. If any services that are not covered are later requested by you, you agree to pay extra at our regular billing rates or overtime rates, as may be applicable.

PARTS COVERAGE

Unless excluded elsewhere in the Contract if necessary, due to normal usage and wear, Otis will repair or replace the following parts at its sole discretion: motor brushes, operating-switch and relay components, plug-in relays, special lamps for car and hall fixtures, special lamps for emergency car lighting, and fuses (except main line disconnect). Any parts under this Contract requiring replacement will be replaced with parts selected by Otis.

PARTS INVENTORY

Otis will, during the term of this Contract, use commercially reasonable efforts to maintain a supply of frequently used replacement parts and lubricants selected by Otis to meet the specific routine requirements of the Units. Any such parts or items shall remain our property until installed in the Units.

QUALITY CONTROL

Otis will periodically conduct field audits of our personnel and the Units to maintain quality standards. Otis field engineers will provide technical assistance, technical information, and ASME A17.1 Code ("Code" or "Elevator Code") consultation to support our maintenance organization.

CUSTOMER REPRESENTATIVE

As a service to you, and at your request, an Otis representative will be available to discuss with you about modernization, traffic handling ability, recommendations and requirements of Code authorities, proper use and care of the Units, and the OMMSTM program. There is no additional charge for this consulting service, but by making this service available to you, Otis does not assume any duty to warn and you agree to not hold or seek to hold Otis responsible or liable whatsoever in connection with, arising out of, or related to any recommendation or alleged duty to or failure to warn.

REPORTS – CUSTOMER PORTAL

We will use the OMMS™ program to record completion of maintenance procedures. We will, at your request, provide you access to the Customer Portal, our proprietary customer interface that permits you to access

electronic records of repair, completed maintenance procedures and service call history for the Unit(s) during the prior twelve (12) months. You will be responsible for obtaining Internet access to use the Customer Portal.

SAFETY

We will conduct safety tests only if required by the applicable Elevator Code in effect on the Commencement Date of the initial term. Tests that are subsequently required by the applicable Elevator Code or authority having jurisdiction are not covered under this Contract, but may be performed for an additional charge which shall be presented at the time of request to perform any such additional test. We will instruct our personnel to use appropriate personal protection equipment and follow safe work practices.

SAFETY TESTS – HYDRAULIC ELEVATORS

We will conduct an annual no load test and annual pressure relief valve test.

FIREFIGHTERS' SERVICE TEST

If the equipment has firefighters' service, you assume responsibility for performing and keeping a record of any Code required tests and for the maintenance, functioning and testing of the smoke and/or heat detectors. If during the initial firefighters' service test any elevator firefighters' service is found to be inoperable, the building and or you will be responsible for all of the cost associated with the repairs necessary to bring the unit in compliance with the applicable Codes. If any applicable Code or governing authority mandates that such required tests be performed by a licensed elevator mechanic, Otis will provide such testing and service for an additional charge on an open order basis. You will be responsible for the costs associated with such testing and service.

24 – HOUR DISPATCHING

Otis will, at your request, provide you with access to the Customer Portal and our OTISLINE™ 24-hour, year-round dispatching service. In the event a Unit malfunction occurs between regular examinations, you will be able to place a service call on the Customer Portal or through an OTISLINE™ customer service representative, who will, at your request, dispatch an examiner to perform service. In the event Otis receives an emergency call from the phone in the elevator and a passenger indicates a need for assistance, Otis shall attempt to contact a building representative for an assessment of the situation and authorization to respond to the call. If Otis is unable to reach a building representative, Otis shall respond to the emergency call from the phone in the elevator. The visit will be treated as chargeable service request. Any service required outside of normal working hours will be billed to you in accordance with the work schedule detail below.

TRAVEL TIME AND EXPENSE

In the event there is a service call that is deemed billable by us as being out of the maintenance scope, you agree to pay us travel time and expenses at our regular or overtime billing rates as applicable from the time of dispatch to the building under contract and return.

NORMAL HOURS

All maintenance procedures and repairs will be performed during our regular working hours of our regular working days for the examiners who perform the service. All lamp and signal replacements will be performed during regular examinations.

For purposes of this Contract, a service request is a response by Otis to a request for service for assistance made (a) by the customer or customer representative; (b) by the building or building representative ; (c) by emergency personnel ; (d) through the ADA phone line ; and/or (e) through REM™ monitoring system, for service or assistance, on an as needed basis, excluding regularly scheduled maintenance.

Regular working hours: 8:00 AM – 4:30 PM.

Regular working days: Monday – Friday excluding holidays.

OVERTIME SERVICE REQUESTS

Service requests outside of regular working hours will be billed at standard overtime rates.

EXCLUSIONS

This Contract does not cover car enclosures (including, but not limited to, wall panels, door panels, car gates, plenum chambers, hung ceilings, lighting, light diffusers, light tubes and bulbs, handrails, mirrors and floor coverings), rail alignment, hoistway enclosures, hoistway gates, hoistway inserts and brackets, mainline disconnect switches, doors, door frames, sills, swing door hinges and closing devices, below ground or unexposed hydraulic cylinders and plungers, buried or unexposed piping, escalator balustrades, escalator lighting or wedge guards. This Contract does not cover computer and microcomputer devices, such as terminal keyboards and display units that are not exclusively dedicated to the elevator system. This Contract does not cover telephones installed by others, intercoms, heat sensors, smoke sensors, communications equipment, or safety signaling equipment, or instructions or warnings in connection with use by passengers. Further, we will not be responsible for, required, or liable: (i) to perform any tests other than those required by applicable Elevator Code in effect on the Commencement Date of the initial term; (ii) to make any replacements with parts of a different design or type or where the original item has been replaced by an item of a different design; (iii) to make any changes in the existing design of the Units; (iv) to alter, update, upgrade or modernize Units, whether recommended or directed by governmental authorities or by any third party; (v) to make repairs or replacements necessitated by failures detected during or due to testing of the Units or buried or unexposed hydraulic cylinders or piping; (vi) to replace or repair any component or system utilizing obsolete or discontinued parts, including but not limited to parts for which the original design is no longer manufactured or available for sale by the original equipment manufacturers or that is replaceable only by fabrication or purchase from a different after-market distributor or manufacture; (vii) to replace or repair any equipment (except Screen equipment set forth below) more than twenty (20) years and one calendar day from the original installation date; (viii) to repair or replace any touch screen, touch pad, tactile pad including without limitation LCD, LED, CRT, TFT, DLP, Plasma, or OLED screens (such as, but not limited to, Otis Compass screens) (collectively "Screen") or any component or part directly connected to the Screen for up to and no more than one (1) year and one calendar day from the original installation date; (ix) to provide reconditioned or used parts; (x) to make any replacements, renewals, repairs or provide any service necessitated by reason of any cause beyond our control including, but not limite/d to, fire, explosion, theft, floods, water, weather, epidemic, pandemic, quarantine, earthquake or other act of nature or God, vandalism, misuse, abuse, mischief, or repairs by others. Otis will not be required to make renewals or repairs necessitated by fluctuations in the building AC power systems, adverse hoistway or machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit), or excessive humidity.

UPGRADES

The options and features associated with the service for your unit are priced based upon options and features selected by you and available on your contract start date. Additional features and options released after your contract start date may not be available to you or may be made available to you only at additional cost. These features are designed to operate in the current technological environment.

OTIS SERVICE EQUIPMENT, SOFTWARE, AND ANALYTICS

Any counters, meters, tools, machinery, remote monitoring devices, or communication devices which we may use or install under this Contract remain our property, solely for the use of Otis employees. Such service equipment is not considered a part of the Units. You grant us the right to store or install such service equipment in your building and to electrically connect it to the Units. You will restrict access to the service equipment to authorized Otis personnel. You agree to keep the software resident in the service equipment in confidence as a trade secret for Otis. You will not permit others to use, access, examine, copy, disclose or disassemble the service equipment or the software resident in the service equipment for any purpose

whatsoever. If the Contract or service is terminated for any reason, we will be given access to your premises to remove the service equipment, including the resident software, at our expense.

Software owned by Otis may be embedded in parts or otherwise provided by Otis as part of this Contract. Otis grants to you the non-exclusive right to use this software only for operation of the units for which the part was provided. You may not otherwise copy, display, adapt, modify, distribute, reverse assemble, reverse compile, disassemble, decompile, or otherwise translate the software. You will not transfer possession of the software except as part of a transfer of ownership of the Units and the assumption of the rights and obligations under this Contract by the transferee.

Otis may at its sole and absolute discretion employ remote diagnostics and predictive analytics to provide customized service and improve efficiency and increase your satisfaction ("Otis Service Software" or "Service Software"). The Otis Service Software is an Otis trade secret deployed pursuant to your service contract to enhance our efficiency and your experience with Otis service. The data generated by these Otis service diagnostic and predictive analytical tools shall be and remain the property of Otis. You agree to keep the Service Software in confidence and proprietary to Otis. You will not permit others to use, access, examine, copy, disclose, reverse engineer, decompile or disassemble the Service Software for any reason. Upon termination of this Contract, regardless of the reason, Otis may disable either remotely and/or via onsite visit (which you hereby permit) such Service Software. You retain your rights to any software not provided by Otis contained in the Units and agree to allow Otis to make one backup or archival copy of such software.

QUALITY AUDITS

Otis may periodically conduct audits not only to assess the functionality of your equipment, but also to assess more broadly Otis product and service offerings, to understand usage, performance, or to simply evaluate the products and determine next generation. Otis shall own this information. This audit activity may be done on-site by Otis personnel or remotely through Otis Service equipment installed on your unit depending upon the audit purpose.

MAINLINE DISCONNECTS

You agree to engage a qualified electrician on an annual basis to service the elevator mainline disconnects located in the elevator equipment room.

ACCESS

You agree to provide us with a safe workplace as well as unrestricted ready and safe access to all areas of the building in which any part of the Units are located and to keep all machine rooms and pit areas free from water, stored materials, debris, and other potentially hazardous conditions.

ENVIRONMENTAL PROTECTION

Otis has practices in place to reduce generation of waste materials, to minimize risks to the environment, customers, the general public and Otis employees, and to comply with federal and state environmental laws and regulations. Material Safety Data Sheet (MSDS) Manuals are available for review at your request. You assume responsibility for and agree to remove and remediate any waste or hazardous materials including but not limited to hydraulic oil spills, asbestos, or other hazardous materials in accordance with applicable laws and regulations.

MALFUNCTIONING UNITS OR DANGEROUS CONDITIONS

If any Unit is malfunctioning or is in a dangerous condition, you agree to immediately notify us using the 24-hour OTISLINE™ service. Until the problem is corrected and the malfunction or dangerous condition is eliminated, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

INSTRUCTIONS / WARNINGS

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.

LOCK OUT / TAG OUT ("LOTO")

In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at www.otis.com by clicking on "Tools & Resources" on the home page, selecting "Lockout Tagout Policy" under the "Safety Information" column and downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," or the then most current version, both of which are in .pdf format. You agree that you will disseminate these procedures throughout your organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at your facility and will ensure that such personnel comply with these LOTO procedures while Otis personnel are working on site.

WIRING DIAGRAMS

You agree to provide us with current wiring diagrams reflecting all previously made changes for Units covered by this Contract to facilitate proper maintenance of the equipment as set forth in this Contract. Otis shall maintain the wiring diagrams so that they properly reflect any changes made by Otis to the equipment. These diagrams will remain your property.

SERVICE TOOLS

You are responsible to secure our right to use any special service tools required to maintain your non- Otis equipment. These tools must be provided prior to us beginning maintenance on such equipment.

RESPONSIBILITY FOR THE UNITS

It is agreed that Otis does not assume possession or control of the Units, that such Units remain yours solely as owner and operator, lessee, or agent of the owner or lessee, and that you are solely responsible for all requirements imposed by any federal, state, or local law, Code, ordinance or regulation.

APPLICABLE CODE AND VIOLATIONS

Notwithstanding any other provision to the contrary (including without limitation provisions regarding order of precedence) whether in this document or any other contract document, Otis' work shall be performed in accordance with the applicable law, code, or regulation in effect on the date that Otis submitted to you it's initial proposal and not any subsequently changed, amended, altered, or implemented law, code, or regulation.

You assume responsibility for the cost of correcting all Elevator Code violations existing as of the Commencement Date, as well as throughout the duration of the Contract. If such Elevator Code violations or other outstanding safety violations are not corrected in accordance with this Contract, Otis may, in addition to any other remedies resulting from material breach of your obligations hereunder, with respect to the equipment not meeting Elevator Code requirements, cancel and remove such equipment from this Contract without penalty to Otis by providing thirty (30) days written notice.

THIRD PARTY INTERFACE

Should you require us to interface with a third party, Otis will add an appropriate fee to cover the additional cost associated with this service.

ELECTRICAL AND LIGHTING REQUIREMENTS

You agree to provide a grounded, 3-prong electrical system and proper lighting in the machine rooms and pits.

ACCIDENT

You will provide Otis with written notice within twenty-four (24) hours after occurrence of any accident or incident in or about the elevator (s) and/or escalator(s) that leads to any injury or is alleged to cause any injury. You will provide such written notice to us, and if required by law, to any local authorities. You further agree to preserve any parts that are replaced after such an incident.

ENTRAPMENT

In the event of an entrapment, you will call Otis and wait for a trained and licensed elevator mechanic to arrive, except for a medical emergency situation where it may be appropriate to summon a professional first responder such as police or firemen. You agree that your agents, contractors, employees or representatives shall not attempt to extricate any passengers from an elevator that becomes stalled within the hoistway. Any entrapment responded to by Otis shall be treated as a chargeable service request unless otherwise deemed covered under this Contract by Otis.

ALTERATIONS

You agree not to permit others to make alterations, additions, adjustments, or repairs to the equipment without first notifying us.

TELEPHONE

Otis shall not be liable for any claim, injury, delay, death or loss or property, or damage resulting from telephone equipment failure, false alarms, interruption of telephone service, or "no voice calls", i.e. calls from inside the equipment to OTISLINE™ where there is no verbal response to the OTISLINE™ operator. It is your responsibility to maintain the telephone equipment and have a representative available to receive and respond to OTISLINE™ calls.

PRIVACY

The products and/or services being provided may result in the collection of Personal Information. The Parties will comply with applicable Data Privacy Laws as they pertain to personal information processed in connection with activity under this Contract. "Personal Information" shall mean information and data exchanged under this Contract related to an identifiable natural person. "Processing" of Personal Information shall mean the operation or set of operations whether automated or not, performed on Personal Information such as collecting, recording, organizing, structuring, storing, adapting, altering, retrieving, consulting, using, disclosing, sharing or erasing. "Controller" shall mean the party that determines the purposes and means of processing Personal Information. With respect to any Personal Information provided by you to Otis, you shall be the Controller and you warrant that you have the legal right to share such Personal Information with Otis and you shall be responsible for all obligations relating to that data, including without limitation providing notice or obtaining consent as may be required by law. Once you have lawfully provided Personal Information to Otis, you and Otis shall become co-Controllers. Otis may share such Personal Information internally, across borders and with service providers in accordance with applicable Data Privacy Laws. Otis may transfer information subject to corporate rules of its parent company. Otis may store Personal Information provided by you on servers located and accessible globally by Otis or its parent and their services providers. The parties agree to cooperate and to take reasonable commercial and legal steps to protect Personal Information against undue disclosure. In this regard each party shall notify the other in the event of a data breach, which shall include the actual or unauthorized access to or possession of, or the loss or destruction of, Personal Information, whether intentional or accidental. The party whose system was compromised in the data breach incident shall be responsible for any notifications and associated costs. Should either party receive in any form, (i) a complaint or allegation indicating a violation of applicable data privacy law, (ii) a request seeking access to correct or delete Personal Information or (iii)

an inquiry or complaint related to the processing of personal information, said party shall take reasonable commercial steps to immediately notify the other party.

PURCHASE ORDERS

Any purchase order issued by you in connection with services to be provided by Otis shall be deemed to be issued for your administrative or billing identification purposes only, and shall not be binding upon Otis under any circumstance. The parties agree that the terms and conditions contained herein will exclusively govern the services to be provided.

MATERIAL BREACH BY CUSTOMER

Failure to pay any sum due by you within sixty (60) days will be considered a material breach under this Contract. You agree to pay a late charge from the date such sums become due of one and one-half percent (1.5%) per month (18% per annum), or the highest legally permitted rate, whichever is less, on any balance past due for more than thirty (30) days, together with all costs (including, but not limited to, legal fees) incurred by us to collect any overdue amounts. In addition, the following events shall constitute a material breach of your obligations under this Contract: (1) failure to notify Otis of a dangerous condition or malfunction, or for a Unit that has a dangerous condition or is malfunctioning, to take the unit out of service; (2) failure to provide unrestricted and safe access to all areas of the building in which any part of the Units are located; (3) failure to provide a safe workplace or failure to adhere to our safety requirements; (4) failure to remove hazardous waste; (5) failure to adhere to lock-out/tag-out procedures; (6) failure to upgrade, improve or modernize the Units if Otis reasonably determines that such Units are unsafe to employees, inspectors or the riding public without such upgrades, improvements or modernization; and/or (7) failure to correct Elevator Code violations. In the event of a material breach by you, Otis shall be entitled to immediately suspend the affected Units or terminate service without prejudice to Otis, at its sole discretion.

TERMINATION FOR CUSTOMER'S BREACH

If this Contract is terminated for your material breach or for any reason other than our own default, you agree to immediately pay as liquidated damages, fifty percent (50%) of the remaining amount due under the current term of this Contract. The parties agree that quantifying Otis' losses arising from your material breach or premature termination would be difficult and uncertain, and further agree that the agreed upon formula is not a penalty, but rather a reasonable measure of Otis' damages which are based on Otis' experience in the elevator service industry and the losses that may result from such premature termination or material breach of this Contract.

NOTICE OF TRANSFER OF INTEREST IN PROPERTY

You agree to notify us if the property is sold, there is a transfer of ownership or if there is a change in management of the property. You also agree to advise the new owner, manager or transferee of the existence of this maintenance contract including its terms and obligations. You agree to undertake best efforts to assign the contract to the new owner or successor of the building.

FORCE MAJEURE

Otis shall not be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, floods, water damage, weather damage, extreme weather, traffic conditions, epidemic, pandemic, quarantine (including Covid-19), sabotage, national emergency, act of terrorism, earthquake, riot, civil commotion, war or insurrection, vandalism, misuse, abuse, mischief, or acts of God or nature.

LIMITATION ON DAMAGES

Other than as specifically set forth above, under no circumstances (including third party claims) will either party be liable for any indirect, special, liquidated, or consequential damages of any kind, including, but not limited to, fines or penalties, loss of profits, loss of rents, loss of good will, loss of business opportunity,

additional financial costs, or loss of use of any equipment or property, whether in contract, tort, warranty or otherwise.

INDEMNITY

Otis shall indemnify you for damages related to accidents and injuries to persons or property only when adjudged to have been caused by Otis' sole negligence or willful misconduct. In all other instances, you shall defend, indemnify, and hold Otis harmless against all, damages, losses, costs, and expenses (including reasonable legal fees) in connection with any claims, demands, suits or proceedings made or brought against Otis arising out of or connected with the use, repair, maintenance, operation or condition of the Units or your obligations under, or material breach of, this Contract.

INSURANCE

Otis agrees to maintain the following insurance throughout the term of the Contract: General Liability coverage in the amount of $1,000,000 per occurrence and $2,000,000 in the aggregate; Automobile Liability in the amount of $1,000,000 Combined Single Limit for Bodily Injury and Property Damage; Worker's Compensation in accordance with applicable statutory requirements, and Employer's Liability for: (i) bodily injury by each accident, up to the $1,000,000 applicable annual limit per insured, (ii) bodily injury by disease, each employee up to the $1,000,000 applicable annual limit per insured. We shall maintain worker's compensation and employers' liability insurance covering our liability for injury or death sustained by our employees, and comprehensive general liability insurance. You shall insure that all risk insurance upon the full value of the Work and material delivered to the job site is maintained at no cost to us. Otis does not participate in SDI programs.

Customer must provide Otis at least 30 days advance notice of certificate holder changes required. Your failure to provide this required notice does not release your obligations to make timely payment under this agreement in accordance with the payment terms.

CERTIFICATES

If either party so requires, in writing, the other party shall furnish a copy of the certificates of insurance evidencing the above insurance coverages.

THIRD PARTIES

We are not obligated to comply or contract with any 3rd party vendors or execute vendor forms not in alignment with our contract terms. While we are not obligated, to the extent that we agree to work with the third party vendor, it will be for administrative purposes only and any costs associated will be passed through to customer. In the event of a conflict between the terms and conditions of this agreement and vendor agreement, this document will prevail.

CONFIDENTIALITY

Customer shall not disclose to any third party the terms of this Contract except as required by law or as necessary for the purposes of obtaining professional legal or accounting advice. This confidentiality provision is an integral part of this Contract and is a material condition upon which this Contract is based and shall survive the termination of this Contract.

ENTIRE CONTRACT

This Contract constitutes the entire and exclusive agreement between us for the services to be provided and your authorization to perform as outlined herein. Except as otherwise expressly stated herein, all prior or contemporaneous oral or written representations or agreements regarding the subject matter herein not incorporated herein will be superseded.

This Contract will be deemed voidable, even after execution, if it is determined at Otis' discretion that performance of the services and/or engagement in the contractual relationship/transaction will violate, or

is otherwise restricted by, any and all laws, regulations and/or orders, including sanctions laws, that are applicable to Otis or otherwise apply to Otis' operations.

OUT OF SCOPE SERVICES

To the extent that work order or purchase order numbers are required for work not included in the scope of this agreement, you agree to provide the required information at the time of service request. Failure to provide all required valid information at the time of the service request does not release your obligations to make payment for completed out of scope services in accordance with the payment terms of this agreement.

AMENDMENT

This Contract may not be changed, modified, revised or amended unless in writing signed by you and an authorized representative of Otis. Further, any manual changes to this form will not be effective as to Otis unless initialed by an authorized representative of Otis.

Signature Service

SUBMITTED BY: Rodney Smith Jr
TITLE: Sr Associate, Account Mgmt
E-MAIL: Rodney.SmithJr@otis.com

Accepted in Duplicate

Owasso Public Schools	Otis Elevator Company
Date:_____	Date: 06.04.2024
Signed:	Signed:
_____	Cameron Jones
Print Name: _____	Print Name: Cameron Jones
Title: _____	Title: Sr Manager & GM - Oklahoma
Email: _____	Email: cameron.jones@otis.com

Company Name: Owasso Public Schools

□ Principal, Owner or Authorized Representative of Principal or Owner

□ Agent _____

OTIS SERVICE

Signature Service

BILL TO INFORMATION	ACCOUNTS PAYABLE CONTACT
Company Name: Owasso Public Schools	Name: Paul Croft
Address: 1501 N ASH	Phone Number: 918-649-7545
Address 2:	Email: paul.croft@owassops.org
City: OWASSO	Email Address for Invoice Delivery:
State:	Email Address for Statement Delivery (if different from above):
Zip Code: 74055	

OTIS SERVICE

TAX STATUS

Are you tax exempt? (Check one)

Yes	No

If yes, please provide tax exempt certificate

PURCHASE ORDER & WORK ORDER REQUIREMENTS

Contractual Services

Do you require a Purchase Order to be listed on your invoices for this service agreement (Check one)?

Yes	No

If yes to above, please provide contact for PO renewal:

Name:

Phone:

Email Address:

Purchase Order Expiration Date:

Purchase Order Number:

Purchase Order Renewal Frequency (Check one)

Monthly	Quarterly	Annual

NON-CONTRACTUAL SERVICES

	Yes	No
Do you require a Purchase Order to be listed on your invoices for work NOT included in this service agreement (Check one)? (If a purchase order is required for service calls to be billed, service calls will not be dispatched without a PO except in the event of an entrapment)		

If providing a blanket PO, please provide PO# and value:

PO#	Value

WORK ORDER MANAGEMENT

	Yes	No
Do you require enrollment in a workorder management system?		

Please provide system name: _____

CERTIFICATE OF INSURANCE

	Yes	No
Do you require a certificate of insurance?		

If yes to above, please provide the below for your certificate of insurance:

Certificate Holder Name: _____

Certificate Holder Address: _____

Email address for delivery of certificate:

(If not provided, the certificate will be sent out via standard mail to the certificate holder address) _____

	Yes	No
Do you require upload of your certificate to a third party site?		

If yes, please provide site name: _____

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

TEAM School Testing Agreement

THIS SERVICE AGREEMENT (the "Agreement") is made as of the _____ day of **_____, 2024** (the "Effective Date"), by and between TEAM Professional Services, Inc., an Oklahoma corporation with offices located at 8165 South Mingo Road, Ste. 100, Tulsa, Oklahoma 74133 ("Provider") and **OWASSO PUBLIC SCHOOLS**, with offices located at **1501 N ASH ST. OWASSO, OK. 74055** ("School").

WHEREAS, Provider and its Affiliates provide their customers with access to a range of drug testing services, training and compliance offerings, including drug and alcohol screening of students;

WHEREAS, School, which has or will adopt a drug and/or alcohol testing policy, desires to access certain testing services described herein, and Provider desires to provide School access to such offerings, subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Definitions**.

"***Affiliate***" of a Person means any other Person that directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with, such Person.

"***Authorized Users***" means School's employees, consultants, contractors, and agents who are authorized by School to access and use the Services under the rights granted to School pursuant to this Agreement.

"***Documentation***" means any manuals, instructions, or other documents or materials that the Provider provides or makes available to School in any form or medium and which describe the functionality, components, features, or requirements of the Services or Provider IP, including any aspect of the installation, configuration, integration, operation, use, support, or maintenance thereof.

"***Law***" means any statute, law, ordinance, regulation, rule, code, order, constitution, treaty, common law, judgment, decree, or other requirement of any federal, state, local, or foreign government or political subdivision thereof, or any arbitrator, court, or tribunal of competent jurisdiction.

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

"***Parent***" means the legal or biological parent, guardian, custodian, or other individual legally entitled to make decisions on behalf of any Student under eighteen (18) years of age.

"***Permitted Use***" means any permissible use of the Services by the School or an Authorized User.

"***Personal Information***" means information that the School, an Authorized User, or a Student provides or for which School provides access to Provider, or information which Provider creates or obtains on behalf of School, in accordance with this Agreement that: (i) directly or indirectly identifies an individual (including, for example, names, signatures, addresses, telephone numbers, email addresses, and other unique identifiers); or (ii) can be used to authenticate an individual (including, without limitation, employee identification numbers, government-issued identification numbers, passwords or PINs, user identification and account access credentials or passwords, financial account numbers, credit report information, student information, biometric, genetic, health, or health insurance data, answers to security questions, and other personal identifiers), in case of both subclauses (i) and (ii), including Sensitive Personal Information as defined herein.

"***Testing Policy***" means any student drug and/or alcohol testing policy existing or adopted by the School.

"***Provider IP***" means the Services, the Documentation, and any and all intellectual property provided to School or any Authorized User or Student in connection with the foregoing. For the avoidance of doubt, Provider IP does not include Student Data.

"***Provider Systems***" means the information technology infrastructure used by or on behalf of Provider in performing the Services, including all computers, software, hardware, databases, electronic systems (including database management systems), and networks, whether operated directly by Provider or through the use of third-party services.

"***Sensitive Personal Information***" means an individual's (i) government-issued identification number, including Social Security number, driver's license number, or state-issued identification number; (ii) financial account number, credit report information, or credit, debit, or other payment cardholder information, with or without any required security or access code, personal identification number, or password that permits access to the individual's financial account; or (iii) biometric, genetic, health, or health insurance data.

"***Services***" means drug and/or alcohol testing services and related offerings described in Exhibit A.

8165 South Mingo Road, Suite 100 Tulsa, OK 74133-4667 | 918.970.2323 | teamqualify.com

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

"***Student***" means any individual, regardless of age, enrolled at School's institution who is required or requested to submit to screening for alcohol, illegal drugs or other banned substances in accordance with the terms and conditions contained in the Policy.

"***Student Data***" means information, data, and other content, in any form or medium, that is collected, downloaded, or otherwise received, directly or indirectly from the School, an Authorized User, or a Student by, through or in connection with Provider's provision of the Services. For the avoidance of doubt, Student Data does not include information reflecting the access or use of the Services by or on behalf of School, an Authorized User, or a Student.

"***School Systems***" means the School's information technology infrastructure, including computers, software, hardware, databases, electronic systems (including database management systems), and networks, whether operated directly by School or through the use of third-party services.

"***Third-Party Materials***" means materials and information, in any form or medium, including any open-source or other software, documents, data, content, specifications, products, equipment, or components of or relating to the Services that are not proprietary to Provider.

"***Third-Party Products***" means any third-party products described in Exhibit A provided with or incorporated into the Services such as Clinic or MRO Services.

2. **Services**.
   2.1 Testing; Specimen Collection. Subject to and conditioned on School's and its Authorized Users' compliance with the terms and conditions of this Agreement, Provider will designate an approved vendor(s) to perform drug and alcohol screening as and when ordered by School by written work order for a Permitted Use. The vendor(s) shall be licensed medical professionals or technicians who have been trained with respect to collection and chain of custody and control procedures. School shall be responsible for selecting the Student(s) to be tested consistent with, and subject to, the criteria set forth in the Policy. Provider shall be responsible for processing sample results and maintaining privacy with respect to test results, which shall be reported to the School and its Authorized Users in accordance with the terms of this Agreement.
   2.2 Access and Use to Web-Based Applications. Subject to and conditioned on School's and its Authorized Users' compliance with the terms and conditions of this Agreement, Provider may grant School a non-exclusive, non-transferable (except in compliance with Section 11.3) right to access and use certain web-based applications in connection with its provisions of the Services during the Term, solely for use by the School and its Authorized Users. Such use is limited to School's internal use. If access to the web-based applications described in this Section 2.2 is granted, Provider shall provide to School the access credentials within a reasonable time following the Effective Date.

8165 South Mingo Road, Suite 100 Tulsa, OK 74133-4667 | 918.970.2323 | teamqualify.com

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

2.3 Documentation License. Provider hereby grants to School a non-exclusive, non-sublicensable, non-transferable (except in compliance with Section 11.3) license to use the Documentation during the Term solely for School's internal business purposes in connection with its use of the Services.

2.4 Service and System Control. Except as otherwise expressly provided in this Agreement, as between the parties: Provider has and will retain sole control over the operation, provision, maintenance, and management of the Provider IP; and School has and will retain sole control over the operation, maintenance, and management of, and all access to and use of, the School Systems, and sole responsibility for all access to and use of the Provider IP by any Person by or through the School Systems or any other means controlled by School or any Authorized User or Student, including any: (i) information, instructions, or materials provided by any of them to the Services or Provider; (ii) results obtained from any use of the Services or Provider IP; and (iii) conclusions, decisions, or actions based on such use. *Notwithstanding anything to the contrary in this Agreement, all Services, including all processing of School Data by or on behalf of Provider shall be provided solely from within, and on computers, systems, networks, and other infrastructure located in, the United States.*

2.5 Reservation of Rights. Provider reserves all rights not expressly granted to School in this Agreement. Except for the limited rights and licenses expressly granted under this Agreement, nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to School or any third party any intellectual property rights or other right, title, or interest in or to the Provider IP or Third-Party Materials.

2.6 Changes. Provider reserves the right, in its sole discretion, to make any changes to the Services and Provider IP that it deems necessary or useful to (a) maintain or enhance the quality or delivery of Provider's services to its Schools; or (b) to comply with applicable Law. Without limiting the foregoing, either party may, at any time during the Term, request in writing changes to the Services. The parties shall evaluate and, if agreed, implement all such requested changes in a change order signed by both parties. No requested changes will be effective unless and until memorialized in a written change order signed by both parties.

2.7 Subcontractors. Provider may from time to time in its discretion engage third parties to perform Services (each, a "Subcontractor").

2.8 Suspension or Termination of Services. Provider may, directly or indirectly, suspend, terminate, or otherwise deny School's, any Authorized User's, Student's, or any other Person's access to or use of all or any part of the Services or Provider IP, without incurring any resulting obligation or liability, if: (a) Provider receives a judicial or other governmental demand or order, subpoena, or law enforcement request that expressly or by reasonable implication requires Provider to do so; (b) any vendor of Provider has suspended or terminated Provider's access to or use of any Third-Party Products required to enable School to access the Services; or (c) Provider believes, in its good faith and reasonable discretion, that School or any Authorized User has failed to comply with any material term of this Agreement, or accessed or used the Services beyond the scope of the rights granted or for a purpose not authorized under this Agreement; or (d) this Agreement expires or is terminated. This Section 2.8 does not limit any of Provider's other rights or remedies, whether at law, in equity, or under this Agreement.

8165 South Mingo Road, Suite 100 Tulsa, OK 74133-4667 | 918.970.2323 | teamqualify.com

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

3. **Use Restrictions**. School shall not use the Services for any purposes beyond the scope of the access granted in this Agreement. School shall not at any time, directly or indirectly, and shall not permit any Authorized Users to use the Services or Documentation in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right or privacy right of any person, or that violates any applicable Law.

4. **School Responsibilities**.
   4.1 General. School is responsible and liable for all uses of the Services and Documentation resulting from access provided by School, directly or indirectly, whether such access or use is permitted by or in violation of this Agreement. Without limiting the generality of the foregoing, School is responsible for all acts and omissions of Authorized Users, and any act or omission by an Authorized User that would constitute a breach of this Agreement if taken by School will be deemed a breach of this Agreement by School. School shall use reasonable efforts to make all Authorized Users aware of this Agreement's provisions as applicable to such Authorized User's use of the Services, and shall cause Authorized Users to comply with such provisions.
   4.2 Third-Party Products. Provider may from time to time make Third-Party Products available to School. For purposes of this Agreement, such Third-Party Products are subject to their own terms and conditions and the applicable flow through provisions referred to in Exhibit A. If School does not agree to abide by the applicable terms for any such Third-Party Products, then School should not install or use such Third-Party Products.
   4.3 Appropriate Consents. School is responsible for obtaining any and all necessary consents from Students and/or Parents, to the extent required by any and all applicable Law or under the terms and conditions of the Policy.
   4.4 Indemnification. School shall indemnify and hold harmless Provider, its officers, employees, agents and Subcontractors from any and all claims, liabilities, damages, costs, and expenses, including without limitation, attorney's fees, arising from or related to School's adoption and implementation of the Policy, any disciplinary measures or action taken by the School in response to a positive test result, or School's noncompliance with any of the terms of this Agreement.

5. **Security**.
   5.1 Information Security. Provider will employ security measures in accordance with Provider's data privacy and security policy as amended from time to time.
   5.2 School Control and Responsibility. School has and will retain sole responsibility for: (a) all School Data, including its content and use; (b) all information, instructions, and materials provided by or on behalf of School or any Authorized User or Student in connection with the Services; (c) School's information technology infrastructure, including computers, software, databases, electronic systems (including database management systems), and networks, whether operated directly by School or through the use of third-party services ("School Systems"); (d) the security and use of Sensitive Personal Information; and (e) all access to and use of the Services and Provider IP and all conclusions, decisions, and actions based thereon.

8165 South Mingo Road, Suite 100 Tulsa, OK 74133-4667 | 918.970.2323 | teamqualify.com

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

6. **Fees and Payment**.
   6.1 Fees. School shall pay Provider the fees set forth in Exhibit A in accordance with this without offset or deduction.
   6.2 Taxes. All Fees and other amounts payable by School under this Agreement are exclusive of taxes and similar assessments. Without limiting the foregoing, School is responsible for all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental or regulatory authority on any amounts payable by School hereunder, other than any taxes imposed on Provider's income.
   6.3 Payment. School shall pay all Fees within thirty (30) days after the date of the invoice therefore. School shall make payments electronically or to TEAM Professional Services, PO Box 720534, Norman, OK 73070 or such other address or account as Provider may specify in writing from time to time. If School fails to make any payment when due, without limiting Provider's other rights and remedies, Provider may charge interest on the past due amount at the rate of 1.5% per month, calculated daily and compounded monthly.
   6.4 Fee Increases. Provider may increase Fees no more than once annually for any contract year after the first contract year of the Initial Term, by providing written notice to School at least sixty (60) calendar days prior to the commencement of that contract year, and Exhibit A will be deemed amended accordingly.
   6.5 Reimbursable Expenses. School shall reimburse Provider for out-of-pocket expenses incurred by Provider in connection with performing the Services ("Reimbursable Expenses"), including any costs relating to Third-Party Products or Subcontractor services provided with or incorporated into the Services.

7. **Confidentiality**. From time to time during the Term, either Party may disclose or make available to the other Party sensitive or proprietary information that is marked, designated or otherwise identified as "confidential" (collectively, "Confidential Information"). Confidential Information does not include information that, at the time of disclosure is: (a) in the public domain; (b) known to the receiving Party at the time of disclosure; (c) rightfully obtained by the receiving Party on a non-confidential basis from a third party; or (d) independently developed by the receiving Party. The receiving Party shall not disclose the disclosing Party's Confidential Information to any person or entity, except to the receiving Party's employees who have a need to know the Confidential Information for the receiving Party to exercise its rights or perform its obligations hereunder. Notwithstanding the foregoing, each Party may disclose Confidential Information to the limited extent required (i) in order to comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the Party making the disclosure pursuant to the order shall first have given written notice to the other Party and made a reasonable effort to obtain a protective order; or (ii) to establish a Party's rights under this Agreement, including to make required court filings. On the expiration or termination of the Agreement, the receiving Party shall promptly return to the disclosing Party all copies, whether in written, electronic, or other form or media, of the disclosing Party's Confidential Information, or destroy all such copies and certify in writing to the disclosing Party that such Confidential Information has been destroyed. Each Party's obligations of non-disclosure with regard

8165 South Mingo Road, Suite 100 Tulsa, OK 74133-4667 | 918.970.2323 | teamqualify.com

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

to Confidential Information are effective as of the Effective Date and will expire five years from the date first disclosed to the receiving Party; provided, however, with respect to any Confidential Information that constitutes Sensitive Personal Information, such obligations of non-disclosure will survive the termination or expiration of this Agreement for as long as such Confidential Information remains subject to protection under applicable Law.

8. **Intellectual Property Rights**.
   8.1 Provider IP. School acknowledges that, as between School and Provider, Provider owns all right, title, and interest, including all intellectual property rights, in and to the Provider IP and, with respect to Third-Party Products, the applicable third-party providers own all right, title, and interest, including all intellectual property rights, in and to the Third-Party Products.
   8.2 School Data. Provider acknowledges that, as between Provider and School, School owns all right, title, and interest, including all intellectual property rights, in and to the School Data. School hereby grants to Provider a non-exclusive, royalty-free, worldwide license to reproduce, distribute, and otherwise use and display the School Data and perform all acts with respect to the School Data as may be necessary for Provider to provide the Services to School.

9. **Representations and Warranties**.
   9.1 Provider Representations, Warranties, and Covenants. Provider represents, warrants, and covenants to School that Provider will perform the Services using personnel of required skill, experience, and qualifications and in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services and will devote adequate resources to meet its obligations under this Agreement.
   9.2 School Representations, Warranties, and Covenants. School represents, warrants, and covenants to Provider that School owns or otherwise has and will have the necessary rights and consents in and relating to the School Data so that, as received by Provider and Processed in accordance with this Agreement, they do not and will not infringe, misappropriate, or otherwise violate any intellectual property rights, or any privacy or other rights of any third party or violate any applicable Law.
   9.3 DISCLAIMER OF WARRANTIES. EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT, ALL SERVICES AND PROVIDER IP ARE PROVIDED "AS IS." PROVIDER SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. WITHOUT LIMITING THE FOREGOING, PROVIDER MAKES NO WARRANTY OF ANY KIND THAT THE SERVICES OR PROVIDER IP, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET SCHOOL'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM, OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE. ALL THIRD-PARTY MATERIALS ARE PROVIDED "AS IS" AND ANY REPRESENTATION OR WARRANTY OF OR CONCERNING ANY THIRD-PARTY MATERIALS IS

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

STRICTLY BETWEEN SCHOOL AND THE THIRD-PARTY OWNER OR DISTRIBUTOR OF THE THIRD-PARTY MATERIALS.

9.4 Audit Rights and Required Records. Each party agrees to maintain complete and accurate records during the Term and for a period of five years or as required by federal or state law after the termination or expiration of this Agreement with respect to matters necessary for accurately determining amounts due hereunder. Either party may, at its own expense, on reasonable prior notice, periodically inspect and audit the other party's records with respect to matters covered by this Agreement.

10. **Term and Termination**.

10.1 Initial Term. The initial term of this Agreement commences as of the Effective Date and, unless terminated earlier pursuant any of the Agreement's express provisions, will continue in effect until **JUNE 1, 2025** from such date (the "Initial Term").

10.2 Renewal Term. This Agreement will automatically renew for up to **1** additional successive term[s] unless earlier terminated pursuant to this Agreement's express provisions or either party gives the other party written notice of non-renewal at least 30 days prior to the expiration of the then-current term (each a "Renewal Term" and, collectively, together with the Initial Term, the "Term").

10.3 Termination. In addition to any other express termination right set forth elsewhere in this Agreement: Provider may terminate this Agreement, effective on written notice to School, if School: (i) fails to pay any amount when due hereunder, and such failure continues more than thirty (30) days after Provider's delivery of written notice thereof; or (ii) breaches any of its obligations under this Agreement. Either party may terminate this Agreement, effective on written notice to the other party, if the other party materially breaches this Agreement, and such breach: (i) is incapable of cure; or (ii) being capable of cure, remains uncured thirty (30) days after the non-breaching party provides the breaching party with written notice of such breach; and either party may terminate this Agreement, effective immediately upon written notice to the other party, if the other party: (i) becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due; (ii) files or has filed against it, a petition for voluntary or involuntary bankruptcy or otherwise becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency Law; (iii) makes or seeks to make a general assignment for the benefit of its creditors; or (iv) applies for or has appointed a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

10.4 Effect of Termination or Expiration. Upon expiration or earlier termination of this Agreement, School shall immediately discontinue use of the Provider IP. No expiration or termination will affect School's obligation to pay all Fees that may have become due before such expiration or termination, or entitle School to any refund.

10.5 Surviving Terms. The provisions set forth in the following sections, and any other right or obligation of the parties in this Agreement that, by its nature, should survive termination or expiration of this Agreement, will survive any expiration or termination of this Agreement: Section 3, Section 7, Section 9.2, Section 10, Section 12, Section 11.4, this Section 11.5, and Section 12.

8165 South Mingo Road, Suite 100 Tulsa, OK 74133-4667 | 918.970.2323 | teamqualify.com

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

TEAM

11. **Miscellaneous**.

11.1 Further assurances. On a party's reasonable request, the other party shall, at the requesting party's sole cost and expense, execute and deliver all such documents and instruments, and take all such further actions, as may be necessary to give full effect to this Agreement.

11.2 Relationship of the Parties. The relationship between the parties is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture, or other form of joint enterprise, employment, or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever.

11.3 Entire Agreement. This Agreement, together with any other documents incorporated herein by reference, constitutes the sole and entire agreement of the parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to such subject matter.

11.4 Assignment. School shall not assign or otherwise transfer any of its rights, or delegate or otherwise transfer any of its obligations or performance under this Agreement, in each case whether voluntarily, involuntarily, by operation of law, or otherwise, without Provider's prior written consent, which consent shall not be unreasonably withheld, conditioned, or delayed. No assignment, delegation, or transfer will relieve School of any of its obligations or performance under this Agreement. Any purported assignment, delegation, or transfer in violation of this Section is void. This Agreement is binding upon and inures to the benefit of the parties hereto and their respective successors and permitted assigns.

11.5 Force Majeure. In no event shall either Party be liable to the other Party, or be deemed to have breached this Agreement, for any failure or delay in performing its obligations under this Agreement (except for any obligations to make payments), if and to the extent such failure or delay is caused by any circumstances beyond such Party's reasonable control, including but not limited to acts of God, flood, fire, earthquake, explosion, war, terrorism, invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.

11.6 No Third-Party Beneficiaries. This Agreement is for the sole benefit of the parties hereto and their respective successors and permitted assigns and nothing herein, express or implied, is intended to or shall confer upon any other Person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

11.7 Amendment and Modification; Waiver. No amendment to or modification of this Agreement is effective unless it is in writing and signed by an authorized representative of each Party. No waiver by any Party of any of the provisions hereof will be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, (i) no failure to exercise, or delay in exercising, any rights, remedy, power, or privilege arising from this Agreement will operate or be construed as a waiver thereof and (ii) no single or partial exercise of any right, remedy, power, or privilege hereunder will preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

8165 South Mingo Road, Suite 100 Tulsa, OK 74133-4667 | 918.970.2323 | teamqualify.com

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

TEAM

11.8 Severability. If any term or provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the parties hereto shall negotiate in good faith to modify this Agreement so as to affect the original intent of the parties as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

11.9 Governing Law; Dispute Resolution. The parties agree to cooperate with each other in an attempt to resolve any dispute, controversy, or claim (a "Dispute") arising out of or in connection with this Agreement. If the parties are not able to resolve the Dispute, they agree to submit the Dispute to mediation to be conducted in accordance with the American Arbitration Association ("AAA") mediation rules for commercial disputes. If the parties are not able to resolve the dispute by means of mediation, the parties hereby agree the Dispute shall be referred to and determined by binding arbitration, as the sole and exclusive remedy of the parties as to the Dispute, conducted in accordance with the AAA arbitration rules for commercial disputes. The arbitrator (the "Arbitrator") shall use the substantive laws of Oklahoma, excluding conflicts laws and choice of law principles, in construing and interpreting this Agreement. The Arbitrator shall be selected by agreement of the parties, or, in the event the parties cannot agree, appointed by the AAA in accordance with its rules for commercial disputes. The arbitration shall be in Tulsa, Oklahoma, and the proceedings shall be conducted and concluded as soon as reasonably practicable, based upon the schedule established by the Arbitrator. The decision of the Arbitrator pursuant hereto shall be final and binding upon parties. The parties hereby agree that this Section shall not preclude, limit or otherwise restrict a party from seeking immediate equitable relief against the other party in connection with this Agreement, including without limitation, a restraining order or an injunction, when the facts, circumstances and/or possible damages warrant such action.

11.10 Counterparts. This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, email, or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

8165 South Mingo Road, Suite 100 Tulsa, OK 74133-4667 | 918.970.2323 | teamqualify.com

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

TEAM Professional Services, Inc.

By: Tammy Person

Name: Tammy Person

Title: Vice President of Operations

School Name:

By: _____

Name:

Title:

8165 South Mingo Road, Suite 100 Tulsa, OK 74133-4667 | 918.970.2323 | teamqualify.com

© 2024 TEAM Companies | Confidential & Proprietary

Zoho Sign Document ID: 2C56EC05-XTCFT7DM-UTV2UYO5ULRXW1D9WAVVRPXDUN2V7OFC4U

TEAM

Exhibit A - TEAM Professional Services Pricing

DRUG & ALCOHOL TESTING SERVICES	PRICING
ON-SITE NON-DOT LAB-BASED URINE DRUG TEST (LAB, COLLECTION, MRO)	$18
IN-CLINIC NON-DOT LAB-BASED URINE DRUG TEST (LAB, COLLECTION, MRO)	$18
DOT/NON-DOT BREATH ALCOHOL TEST	$15
LAB CONFIRMATION TEST FOR **NON-NEGATIVE URINE** DRUG TEST	$25
OTHER FEES	**PRICING**
ADDITIONAL COLLECTOR FEE (applies when an additional collector is requested for less than 15 collections to be performed)	$150/COLLECTOR**
MILEAGE (applies for locations over 20 miles)	$1/Mile

**The in-clinic rates outlined above are for tests completed in TEAM's Tulsa Clinic location. The on-site rates outlined above are for on-site testing events performed by TEAM Professional Services.*

***This fee may also be assessed if the number of tests represented during scheduling changes so that it significantly impacts the collectors needed during the event.*

8165 South Mingo Road, Suite 100 Tulsa, OK 74133-4667 | 918.970.2323 | teamqualify.com

© 2024 TEAM Companies | Confidential & Proprietary

AMENDMENT TO RENEW THE FOOD SERVICE MANAGEMENT COMPANY CONTRACT RENEWAL FOR SCHOOL YEAR 2024-2025

District Name: Owasso Public Schools County/District Code: 72-I011

Fixed-Price Per Meal/Lunch Equivalency (LE) rate charged for SY2024: $ 2.303

This amendment is to renew the **2023-2024** (original year) food service management company (FSMC) contract between Owasso Public Schools (district) and Sodexo Management, Inc. _____(FSMC) for renewal year 2024-2025.

The parties desire to amend the contract on June 13, 2024 (date). The term of this contract shall be for one (1) year beginning on July 1, 2024, and continuing until June 30th, 2025, unless terminated by either party.

The Fixed-Priced per Lunch Equivalency rate for the 2024-2025 school year is $ 2.40.

The SFA and the FSMC Agreed ☐ Did Not Agree ☒ on a labor transaction fee in the original RFP. If it was agreed by both parties, the amount the FSMC will charge the district if an employee leaves is $_____per employee with a maximum charge of $_____*(if applicable, if no max type N/A)* if all or most employees leave the district.

The lunch equivalency rate listed above shall not go over the March CPI of 4.2% and will remain unchanged for the 2025 school year. The FSMC will not and cannot change the rate before June 30, 2025, or directly bill the district at any time. Any other amendments or changes to the original contract will need to be sent to the State Agency on school letterhead. If applicable, a transition plan will be sent to the State Agency each month the FSMC takes a new employee.

The price of the meal equivalency rate will change for nonprogram revenue annually. This will always be the current school year free reimbursement rate + meal performance incentive rate + value of USDA Foods.

District Name: Owasso Public Schools

Print Name: Frosty Turpen

Signature: _____

Title: School Board President

Date: _____

FSMC Name: Sodexo Management, Inc.

Print Name: Allan J. Collins

Signature: Allan J. Collins

Title: Sodexo - Vice President

Date: 06/04/2024

Fax or email this form to Karen by June 25, 2024. Fax: 405-521-2239; Karen.Davis@sde.ok.gov

(State Use Only)

Approved by: _____

Date Approved: _____

Approved by Signature: _____

Fixed-Priced Per Meal Rate:

FY2024 Lunch Equiv. Rate: $_____

(CPI rate) = X 4.2%

FY2025 Lunch Equiv. Rate: $_____

Food Service Management Company (FSMC)
Request for Proposal (RFP)
Verbiage/Clarification/Updates for all RFP's

The 2024-25 FSMC RFP has been updated to reflect the following verbiage. The page numbers referenced and the information below were added to the 2024-25 RFP. The verbiage below will also apply to all FSMC RFP's currently being used. All annual FSMC renewals must include this three-page document, signed by both the SFA and FSMC, as well as the Annual Renewal.

Page 8, E-1: Added: The district has the option to either submit a copy of their 2022-2023 Detailed Expenditure, Detailed Revenue report, ***AND*** a copy of their October 2023 claim ***OR*** complete pages 32-40 in the RFP.

Page 10, H-2: Added: The FSMC cannot attach or add anything to the RFP once State Agency approval has been granted.

Page 10, J: Added: Bid Protest verbiage in the case that a protest is requested by a FSMC. In the event of a protest, the SFA shall follow their Bid Protest Procedures in their current Child Nutrition Procurement Plan.

Page 11, D: Added: This contract constitutes the entire agreement between the SFA and the FSMC and may not be changed, extended orally, or altered by cause of conduct.

Page 11, E: Added: No provision of this contract shall be assigned or subcontracted without prior written consent of the SFA.

Page 11, F: Added: Any agreement between the SFA and the FSMC shall be subject to State agency approval.

Page 12, O: Added: Information regarding the FSMC must annually provide information on food costs and revenues. This includes nonprogram food information per 7 CFR 210.14(f) and the USDA Guidance Contracting with FSMC, Guidance for School Food Authorities. This will be captured on the Attachment M each month and is required. The Attachment M has been updated to reflect this addition.

Page 13, Q: Added: Information regarding the SFA will determine collection procedures for delinquent student accounts. The FSMC employees may not refuse a child a meal regardless of their ability to pay.

Page 13, R: Added: The Meal Equivalency Rate includes the Free Rate, Performance Incentive Rate, and the USDA Value of Commodities. This rate will change every year to match the rate in Schedule B Adult/Contract price in CARS. (The meal

equivalency rate will change every year based on the increase to any of the three items mentioned above).

Page 17, VII B: Added: That daily records must be available to support the invoice charges. Breakfast, lunch, and snacks will be listed separately on the invoice. If an itemized invoice is requested by the SFA, but not provided within forty-five (45) days, the SFA has the right to delay payment for non-compliance until received. The Attachment M is required to be submitted with the SFA monthly invoice. The FSMC must use the OSDE approved Attachment M each month.

Page 18, VIII A 1-3: This is the only part that will not change for any current RFPs, only the 2024-25 RFP. The employee selection changed to three items instead of four. They are retained only by the SFA, retained only by the FSMC, and once they leave the SFA, the FSMC will rehire the employee. *Now you can select all the box(es) that apply*. If the district has both SFA and FSMC employees, you will select box 1 and 2.

Note: Transition plan for employees leaving the district and being paid for by the FSMC has been removed from the 2024-25 RFP. A FSMC can no longer charge an extra price per meal fee for those employees. The FSMC can never directly bill an SFA.

Page 19, B: Added: Clarification regarding background checks to meet State statute for employees paid for by the FSMC.

Page 19, C: Added: Clarification regarding employees working for the FSMC and/or the SFA and after-hours for outside entities.

Page 20, Q: Added: The SFA Child Nutrition Director, State Agency and USDA Representatives must have access to any kitchen facility, cafeteria, warehouse, or office used for the purposes of the Child Nutrition Programs.

Page 20, R: Added: The district must check both boxes indicating they understand both the FSMC and the SFA Child Nutrition Director must meet the USDA Professional Standards and Hiring Standards.

Page 20, R: Added: Information regarding Professional Development to align with 7 CFR 210.30 and USDA Memo SP 05-2020.

Page 23, XIII D: Added: The SFA reserves the right to receive additional grant money and purchase additional items for the Child Nutrition programs with the grant money, with appropriate crediting procedures applied.

Page 23, XIII E: Added: Information regarding Geographical Preference.

Page 29. G-2: Added: Information added regarding material changes.

Pages 32-40: Added The district has the option to either submit a copy of their 2022-2023 Expenditure Analysis, Revenue Analysis report, Expenditure/Revenue Summary report ***AND*** a copy of their October 2023 claim ***OR*** complete pages 32-40 in the RFP.

Page 72: Attachment M updated to reflect the new meal equivalency rate under the nonprogram revenue section. It is the free rate + meal incentive rate + value of commodity rate or the amount listed on Schedule B as well as the program/nonprogram food revenue requirement per 7 CFR 210.14(f).

The signatures below certify that both parties agree with the required changes to the RFP regardless of RFP year currently operating under and renewing.

School Food Authority Representative	Date
Food Service Management Company Representative	6/4/2024 Date

JD YOUNG
BUSINESS TECHNOLOGIES

Guaranteed Maintenance Service Agreement

CONTRACT EFFECTIVE DATE	7/1/2024	**CONTRACT END DATE**	6/30/2025
CONTRACT NUMBER	Cont1521-01		

CUSTOMER	BILLING ADDRESS
Owasso Public Schools 1501 N. Ash Street Owasso, OK 74055	Owasso Public Schools 1501 N. Ash Street Owasso, OK 74055
Meter Contact **Meter Email** **Meter Ph./Fax** 0	**Contact** **Email** **Ph./Fax**
PO #	☐ **Electronic Invoice (Email address required)**

Equipment Description: JD Young agrees to maintain the equipment and features listed below in accordance with the terms and conditions in this agreement.

EQUIPMENT		METER READING		SERVICE ZONE	CHARGE PER	COPIES INCD B/W	COPIES INCD COLOR	OVERAGE B/W	OVERAGE COLOR
MODEL	SERIAL #	B/W	COLOR	1. Zone A	Monthly	Monthly	Monthly	Monthly	Monthly
All Devices (Except Duplos)								0.00430	0.04100
All Duplos								0.0056	

☐ Additional equipment list attached ☐ FM Audit

SERVICE CONTRACT INCLUSIONS AND EXCLUSIONS

Excludes paper
TC: Total Care, covers all labor, networking, parts, staples and toner

Terms of Contact: Additional maintenance contract terms and conditions are stated on the Guaranteed Maintenance Service Agreement Terms and Conditions and are part of this agreement.

CONTRACT NOTES (ex. Add to existing contract):

CUSTOMER CONTRACT ACCEPTANCE	JD YOUNG
Authorized Signature	
X	X 6/5/2024
Signature **Title** **Date**	**Signature** **Date**

CONTRACT WAIVER - Decline Service Contract

I understand that I am responsible for any charges incurred for the repair and maintenance to insure the proper operation of the equipment other than those items covered by the Manufacturer's warranty.

X
Signature

INTERNAL USE ONLY

***Acceptance** _____
Service Management

T/C Appropriations _____ _____
Base Meter

*Contract not finalized without JD Young Management acceptance

Rev. 10.30.17

Equip. No.	Serial	Make	Model	Customer name	Address	City	Location
G1994	081184737	Duplo	12MDP210LE	OWASSO PUBLIC SCHOOLS	7305 N. 177TH E. AVE.	OWASSO	LADYBUG - A WORKROOM
SN-000454870	000454870	Duplo	12MDP21L	OWASSO PUBLIC SCHOOLS	7305 N. 177TH E. AVE.	OWASSO	DRAGONFLY POD 1 WORKROOM
T3774-R	CFFG30366	Toshiba	ESTUDIO5005AC	OWASSO PUBLIC SCHOOLS	1501 N. ASH STREET	OWASSO	ADMINISTRATION
T3898-R	CGDH66728	Toshiba	ES3508A	OWASSO PUBLIC SCHOOLS	8200 N 124TH EAST AVE.	OWASSO	HIGH SCHOOL WEST LIBRARY
T3899-R	CGDH66732	Toshiba	ES3508A	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HS EAST, LIBRARY
T3900-R	CILG24990	Toshiba	ES6508A	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	8TH GRADE RECORDS
T3901-R	CILG24991	Toshiba	ES6508A	OWASSO PUBLIC SCHOOLS	8800 N. 129TH E. AVENUE	OWASSO	HS W CNSLERS OFF
T3902-R	CHFH27997	Toshiba	ES5506ACT	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	BASEBALL OFFICE
T3904-R	CFFH61962	Toshiba	ESTUDIO5005AC	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	SOFTBALL FIELD OFFICE
T3905-R	CGAH54625	Toshiba	ES5008A	OWASSO PUBLIC SCHOOLS	501 EAST 2ND AVE.	OWASSO	BUS BARN
T3906-R	CGBH57918	Toshiba	ES5008A	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HS EAST, BAND
T3907-R	CGLG48791	Toshiba	ES5008A	OWASSO PUBLIC SCHOOLS	202 E. BROADWAY STREET	OWASSO	RAM ACADEMY
T3909-R	CIGH28914	Toshiba	ES8508A	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HS EAST, NORTH LOUNGE UPSTAIRS
T3910-R	CIGH28917	Toshiba	ES8508A	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HIGH SCHOOL - MATH WING UPSTAIRS
T3911-R	CIFH28783	Toshiba	ES8508A	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HS EAST, SOUTH LOUNGE
T3912-R	CIFH28793	Toshiba	ES8508A	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HS EAST, ENGLISH LAB
T3913-R	CIFH28794	Toshiba	ES8508A	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HS EAST, NEW WING
T4040-R	CZAJ37094	Toshiba	ES3518A	OWASSO PUBLIC SCHOOLS	1400 N. MAIN STREET	OWASSO	BAND OFFICE
T4041-R	C1LH11913	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	7809 E 76TH STREET NORTH	OWASSO	MAIN OFFICE
T4042-R	C1LH11986	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	1400 N. MAIN STREET	OWASSO	MAIN OFFICE
T4043-R	CNAJ65330	Toshiba	ES5015AC	OWASSO PUBLIC SCHOOLS	12223 E. 91ST STREET	OWASSO	MAIN OFFICE
T4044-R	C2LH12551	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	1400 N. MAIN STREET	OWASSO	COUNSELORS OFFICE
T4045-R	C2LH12552	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	1400 N. MAIN STREET	OWASSO	LIBRARY
T4046-R	C2LH12561	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	1400 N. MAIN STREET	OWASSO	SCIENCE
T4047-R	C2LH12563	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	12223 E. 91ST STREET	OWASSO	WORKROOM
T4048-R	C2LH12567	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	12223 E. 91ST STREET	OWASSO	WORKROOM
T4049-R	C2LH12607	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	12223 E. 91ST STREET	OWASSO	LIBRARY COMPUTER ROOM
T4050-R	C2LH12608	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	7809 E 76TH STREET NORTH	OWASSO	WORKROOM
T4051-R	C2LH12610	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	7809 E 76TH STREET NORTH	OWASSO	LOUNGE
T4052-R	C2LH12613	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	7809 E 76TH STREET NORTH	OWASSO	WORKROOM
T4096-R	C1DJ15074	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	12301 N. 132ND EAST AVENUE	COLLINSVILLE	RM 200
T4098-R	C2DJ15163	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	12301 N. 132ND EAST AVENUE	COLLINSVILLE	WING 3, RM 700 WORKROOM
T4099-R	C2DJ15166	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	12301 N. 132ND EAST AVENUE	COLLINSVILLE	RM 208
T4100-R	C2DJ15172	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	12301 N. 132ND EAST AVENUE	COLLINSVILLE	NEW LIBRARY WORK ROOM
T4165-R	C1IJ18195	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	8101 N. 129TH E. AVENUE	OWASSO	MAIN OFFC WORK ROOM
T4166-R	C1IJ18204	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	1501 N. ASH STREET	OWASSO	EDUCATION SERVICE CENTER, 1ST FLR
T4167-R	C1IJ18206	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	10221 E. 96TH STREET NORTH	OWASSO	FRONT WORK ROOM
T4168-R	C1IJ18210	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	1501 N. ASH STREET	OWASSO	ATOR ELEMENTARY - MAIN OFFC WORK ROOM
T4169-R	C2IJ19971	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	8200 N 124TH EAST AVE.	OWASSO	ALCO 218/220
T4170-R	C2IJ19975	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	10221 E. 96TH STREET NORTH	OWASSO	STORAGE ROOM EAST
T4171-R	C2IJ19976	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	10221 E. 96TH STREET NORTH	OWASSO	KINDERGARTEN HALL
T4172-R	C2IJ19978	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	10221 E. 96TH STREET NORTH	OWASSO	FRONT WORK ROOM
T4173-R	C2IJ19985	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	8101 N. 129TH E. AVENUE	OWASSO	EAST HALL EXIT

Equip. No.	Serial	Make	Model	Customer name	Address	City	Location
T4174-R	C2IJ19986	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	1501 N. ASH STREET	OWASSO	ATOR ELEMENTARY - WORK ROOM RM26
T4175-R	C2IJ19989	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	1501 N. ASH STREET	OWASSO	ATOR ELEMENTARY - WORK ROOM RM30
T4176-R	C2IJ19990	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	1501 N. ASH STREET	OWASSO	ATOR ELEMENTARY - FRNT WORK ROOM
T4177-R	C2IJ19991	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	8101 N. 129TH E. AVENUE	OWASSO	ROOM 23
T4178-R	C2IJ19995	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	8101 N. 129TH E. AVENUE	OWASSO	FACULTY LOUNGE
T4179-R	CZIJ11955	Toshiba	ES3518A	OWASSO PUBLIC SCHOOLS	8101 N. 129TH E. AVENUE	OWASSO	BAND OFFICE
T4268	C1EK23612	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	8200 N 124TH EAST AVE.	OWASSO	MAIN OFFICE - ROOM 121
T4269	C1EK23613	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	1501 N. ASH STREET	OWASSO	2ND FLOOR WORKROOM
T4270	C1EK23625	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	13650 E. 103RD STREET N.	OWASSO	MAIN OFFICE WORKROOM
T4271	C1EK23627	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	13901 E 86TH STREET NORTH	OWASSO	MAIN OFFICE WORKROOM
T4272	C2CK24280	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	13901 E 86TH STREET NORTH	OWASSO	TEACHERS LOUNGE
T4273	C2CK24285	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	13650 E. 103RD STREET N.	OWASSO	MARTHA ASSIST ROOM
T4274	C2CK24300	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	13650 E. 103RD STREET N.	OWASSO	5TH GRADE HALLWAY
T4275	C2CK24312	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	13650 E. 103RD STREET N.	OWASSO	FRONT WORKROOM 111
T4276	C2CK24376	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	13901 E 86TH STREET NORTH	OWASSO	LIBRARY
T4277	C2CK24378	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	13901 E 86TH STREET NORTH	OWASSO	SMALL WORKROOM
T4278	C2CK24386	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	8200 N 124TH EAST AVE.	OWASSO	LIBRARY
T4279	C2CK24389	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	8200 N 124TH EAST AVE.	OWASSO	WORKROOM 107
T4567	C1CL29093	Toshiba	ES5516AC	OWASSO PUBLIC SCHOOLS	7305 N. 177TH E. AVE.	OWASSO	FRONT OFFICE
T4568	C2LK29233	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	7305 N. 177TH E. AVE.	OWASSO	LADY BUG A - WORKROOM
T4569	C2LK29243	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	8800 N. 129TH E. AVENUE	OWASSO	HS WEST - FACULTY WORKROOM
T4570	C2LK29295	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	8800 N. 129TH E. AVENUE	OWASSO	HS WEST - FACUTLY WORKROOM
T4571	C2LK29345	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	14500 E 86TH STREET N	OWASSO	1ST GRADE HALL
T4572	C2LK29346	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	14500 E 86TH STREET N	OWASSO	FRONT WORKROOM
T4573	C2LK29349	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	14500 E 86TH STREET N	OWASSO	FRONT WORKROOM
T4578	CNLK34880	Toshiba	ES5015AC	OWASSO PUBLIC SCHOOLS	14500 E 86TH STREET N	OWASSO	FRONT WORKROOM
T4877	C2GM40190	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	7305 N. 177TH E. AVE.	OWASSO	ANT POD
T4878	C2GM40226	Toshiba	ES7518A	OWASSO PUBLIC SCHOOLS	7305 N. 177TH E. AVE.	OWASSO	DRAGONFLY POD
T4901	CSJM47454	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	PAC OFFICE STE
T4903	CSJM47462	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HS E NEW WING
T4904	CSJM47464	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	WELLNESS 2ND FL
T4905	CSJM47515	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	202 E. BROADWAY STREET	OWASSO	RAM ACADEMY
T4906	CSJM49938	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	501 EAST 2ND AVE.	OWASSO	PLANT OPERATIONS
T4926	CSKM53552	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HS E MAIN OFFICE
T5139	SSGN71081	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HS E CAMPUS, COUNSELOR'S OFFC
T5140	SSGN71091	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	HS E ATHLETIC DIR OFFC
T5141	SSGN71092	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	8800 N. 129TH E. AVENUE	OWASSO	HS W MAIN OFFICE
T5142	SSHN71150	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	202 E. BROADWAY STREET	OWASSO	ENROLLMENT OFFICE
T5143	SSHN71153	Toshiba	ES5525AC	OWASSO PUBLIC SCHOOLS	202 E. BROADWAY STREET	OWASSO	CHILD NUTRITION
T5146	S8KN81352	Toshiba	ES7529A	OWASSO PUBLIC SCHOOLS	8800 N. 129TH E. AVENUE	OWASSO	HS W CAMPUS FAC WRKRM
T5155	CSKN54264	Toshiba	ES4525AC	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	VO-AG BLDNG OFFICE
T5156	CSLN56153	Toshiba	ES4525AC	OWASSO PUBLIC SCHOOLS	12901 E. 86TH STREET NORTH	OWASSO	WELLNESS 3RD FLR
T5157	CSLN56159	Toshiba	ES4525AC	OWASSO PUBLIC SCHOOLS	8800 N. 129TH E. AVENUE	OWASSO	HS W 9TH GRD ATTENDENCE OFF

Equip. No.	Serial	Make	Model	Customer name	Address	City	Location
T5158	SSIN81332	Toshiba	ES4525AC	OWASSO PUBLIC SCHOOLS	8800 N. 129TH E. AVENUE	OWASSO	HS W 10TH GRD ATTENDENCE OFFC
T5159	SSJN81561	Toshiba	ES4525AC	OWASSO PUBLIC SCHOOLS	8800 N. 129TH E. AVENUE	OWASSO	HS W CAMPUS CNSLRS OFFC

Guaranteed Maintenance Service Agreement Terms & Conditions

1. The machines listed on this form will receive service during the term of this contract, unless otherwise specified, to include the inspection, adjusting, cleaning and lubrication of machines so covered. This contract also includes repair calls, during normal business hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, as reasonably requested, necessitated by causes other than carelessness or improper handling and use of the equipment. If any piece of equipment is regularly operated during more than one eight-hour shift per day, an increase in the annual base rate may apply, at JD YOUNG'S then current rate.
2. This contract does not cover work or replacement of parts made necessary by carelessness, misuse or by accident, including the use of supplies which do not meet manufactures' specifications and which damage the equipment. Attempted inspection, repair, or adjustment of the equipment by anyone other than a representative of JD YOUNG will make this contract void.
3. Liability with respect to any property damage or injury (including death) to persons arising out of, or connected with services performed under this contract, is limited strictly to that imposed by law. There is no contract imposing any greater degree of liability of JD YOUNG or its' representatives.
4. No modification or amendment of this contract will be binding on JD YOUNG unless made in writing and signed by an officer of the Company.

Owa The transfer of equipment covered by this contract to a location outside JD YOUNG'S normal servicing area will exclude it from this contract. The charges for machines transferred to a different zone within JD YOUNG'S normal servicing area during the term of this contract will be adjusted to the applicable rate for the new zone.

1501 The term of this contract is for the time period indicated on the reverse side. At the end of this initial time period, this contract shall be automatically renewed at the then current maintenance rates in effect at time of renewal unless cancelled at least 30 days prior to contract ending date.

Owa There shall be added to the fee for this contract any tax now or hereafter imposed on, or in connection with, the sale or delivery or furnishing of such services or materials described herein.

8. If the term of this contract exceeds twelve months, at the end of the first year of the contact and once during each successive twelve month period, JD YOUNG reserves the right to increase the price of the contract.
9. CANCELLATION: Inherent within this contract is the understanding that in order to provide this service, JD YOUNG must rely on the contract remaining in effect for the full contracted time period. Early cancellation will not result in a refund or credit to the customer. In the event the customer wishes to replace the equipment covered by this contract with new equipment purchased from JD YOUNG, full credit of any unused portion may be applied toward a service contract on the new equipment. JD YOUNG may, at its discretion, cancel equipment that is no longer serviceable due to age or condition.
10. Upon termination of this contract, the customer agrees to return unused supplies such as toner, toner waste containers, parts, ink, and masters, which were provided at no charge by JD YOUNG. If for any reason the customer does not return these items, customer agrees to pay JD YOUNG for any remaining items.
11. JD YOUNG reserves the right to cancel or deny performing service and/or supplying any products under the terms of this contract if said customer's account becomes more than 30 days delinquent. The customer will be held responsible for payment in full of invoices in arrears to reinstate coverage or, if any service is performed on the equipment listed in this Service Agreement, all charges for parts, labor and any additional charges related to the service performed. Payment in full of all charges in arrears may be required on delinquent accounts before service calls or supply orders can be made. Any delinquent accounts that are sent to a third party for collections will be held responsible for all or part of the cost incurred by JD YOUNG.
12. JD YOUNG agrees to furnish all supplies as indicated on the reverse side of this contract, to be delivered at accepted intervals in quantities as usage history dictates. JD YOUNG may add a fee to the contract to cover shipping and handling expenses incurred by providing supplies included in this contract. Toner consumption is based on manufacturer's stated yields on standard "letter size" copies. At the end of each billing cycle, the customer may be billed for any ink/toner used in excess of that required based on yields stated above.
13. The customer agrees to use the supplies provided at "no charge" on the appropriate machine(s) as indicated on the reverse side of this contract. The customer agrees not to take designated supplies from one machine to be used in another where supplies are not included as part of the maintenance contract.
14. The customer agrees to replace any supply items as a result of carelessness on the part of the operator, accidents, fire, theft, abuse, and lost or misplaced supplies. The customer must purchase any replacement of supplies as a result of the foregoing from JD YOUNG.
15. **ADDITIONAL ITEMS NOT COVERED BY THIS CONTRACT:**

A. Repair or replacement of parts and/or equipment damaged by accident, fire, food, lightning, theft, power failure, abuse, unsuitable environmental conditions, or other circumstances not under the control of JD YOUNG, including the use of an improperly phased and/or under-grounded electrical outlets.

B. Service provided at customer's request outside the principle period of maintenance, (8:00 a.m. to 5:00 p.m., Monday through Friday).

C. Service required because of inadequate facilities on site or by the failure of equipment or systems other than the equipment covered by this contract. This incudes without limitation equipment or systems furnished by telephone companies, power companies, or by other vendors of equipment, software, or programming.

All Devices (Except Duplos)

All D Expenses incurred by the customer such as copies and binding due to customers' equipment being inoperative.

F. Software support, upgrades and security of customer information unless specifically listed as a covered item and proper charges applied.

Initial: **Date:**

Rev. 8.21.19

Capacities for Transfers June 10, 2024

Site	Capacity	Current	Available Slots
Ator Elementary - Pre-K	36	9	27
Ator Elementary - Kindergarten	54	30	24
Ator Elementary - 1st Grade	54	52	2
Ator Elementary - 2nd Grade	54	60	0
Ator Elementary - 3rd Grade	54	59	0
Ator Elementary - 4th Grade	54	54	0
Ator Elementary - 5th Grade	54	60	0
Bailey Elementary - Pre-K	36	31	5
Bailey Elementary - Kindergarten	54	52	2
Bailey Elementary - 1st Grade	54	60	0
Bailey Elementary - 2nd Grade	72	73	0
Bailey Elementary - 3rd Grade	72	83	0
Bailey Elementary - 4th Grade	54	68	0
Bailey Elementary - 5th Grade	54	73	0
Barnes Elementary - Pre-K	36	25	11
Barnes Elementary - Kindergarten	72	63	9
Barnes Elementary - 1st Grade	72	77	0
Barnes Elementary - 2nd Grade	72	83	0
Barnes Elementary - 3rd Grade	72	84	0
Barnes Elementary - 4th Grade	72	76	0
Barnes Elementary - 5th Grade	72	77	0
Hodson Elementary - Pre-K	36	27	9
Hodson Elementary - Kindergarten	72	61	11
Hodson Elementary - 1st Grade	72	78	0
Hodson Elementary - 2nd Grade	72	96	0
Hodson Elementary - 3rd Grade	72	94	0
Hodson Elementary - 4th Grade	72	81	0
Hodson Elementary - 5th Grade	72	93	0
Mills Elementary - Pre-K	36	26	10
Mills Elementary - Kindergarten	72	51	21
Mills Elementary - 1st Grade	72	81	0
Mills Elementary - 2nd Grade	72	74	0
Mills Elementary - 3rd Grade	72	78	0
Mills Elementary - 4th Grade	54	65	0
Mills Elementary - 5th Grade	54	60	0
Morrow Elementary - Pre-K	36	47	0
Morrow Elementary - Kindergarten	90	56	34

Capacities for Transfers June 10, 2024

Site	Capacity	Current	Available Slots
Morrow Elementary - 1st Grade	90	117	0
Morrow Elementary - 2nd Grade	90	112	0
Morrow Elementary - 3rd Grade	90	104	0
Morrow Elementary - 4th Grade	72	91	0
Morrow Elementary - 5th Grade	72	104	0
Northeast Elementary - Pre-K	36	24	12
Northeast Elementary - Kindergarten	72	53	19
Northeast Elementary - 1st Grade	72	79	0
Northeast Elementary - 2nd Grade	72	82	0
Northeast Elementary - 3rd Grade	54	80	0
Northeast Elementary - 4th Grade	72	68	4
Northeast Elementary - 5th Grade	54	62	0
Smith Elementary - Pre-K	36	17	19
Smith Elementary - Kindergarten	54	43	11
Smith Elementary - 1st Grade	54	58	0
Smith Elementary - 2nd Grade	54	62	0
Smith Elementary - 3rd Grade	54	66	0
Smith Elementary - 4th Grade	54	64	0
Smith Elementary - 5th Grade	54	67	0
Stone Canyon Elementary - Pre-K	36	41	0
Stone Canyon Elementary - Kindergarten	72	63	9
Stone Canyon Elementary - 1st Grade	72	84	0
Stone Canyon Elementary - 2nd Grade	72	75	0
Stone Canyon Elementary - 3rd Grade	90	103	0
Stone Canyon Elementary - 4th Grade	72	102	0
Stone Canyon Elementary - 5th Grade	72	100	0
6th Grade Center	750	707	43
7th Grade Center	750	713	37
8th Grade Center	750	774	0
Owasso High School - 9th Grade	750	766	0
Owasso High School - 10th Grade	725	789	0
Owasso High School - 11th Grade	725	760	0
Owasso High School - 12th Grade	700	708	0

CERTIFICATE OF APPROVAL

June 10, 2024

Purchase Orders to be approved by the Board of Education:

2023-2024 General Fund

		P.O. Nos.		
VENDORS		1696-1755		46,404.63
VENDORS	Change Orders			475.00
			$	46,879.63

2023-2024 Building Fund

		P.O. Nos.		
VENDORS		88-93		41,400.00
VENDORS	Change Orders			0.00
			$	41,400.00

2023-2024 Child Nutrition Fund

		P.O. Nos.		
VENDORS				0.00
VENDORS	Change Orders			0.00
			$	-

2023-2024 Bond Fund 31

		P.O. Nos		
VENDORS		415-428		874,328.19
VENDORS	Change Orders			0.00
			$	874,328.19

2023-2024 Bond Fund 33

		P.O. Nos	
VENDORS			0.00
VENDORS	Change Orders		0.00
			$ -

2023-2024 Bond Fund 35

		P.O. Nos.	
VENDORS			0.00
VENDORS	Change Orders		0.00
			$ -

2023-2024 Bond Fund 39

		P.O. Nos.	
VENDORS		29	1,000.00
VENDORS	Change Orders		0.00
			$ 1,000.00

2023-2024 Bond Fund 04-BOK

		P.O. Nos	
VENDORS			0.00
VENDORS	Change Orders		0.00
			$ -

Owasso Public Schools

Purchase Order Register

Options: Year: 2023-2024, Fund(s): 11 - GENERAL, Date Range: 5/9/2024 - 6/5/2024, PO Range: 1696 - 1755

PO No	Date	Vendor No	Vendor	Description	Amount
1696	05/09/2024	19733	ERICA MCQUIDDY	Comprehensive Educational Evaluation	3,000.00
1697	05/10/2024	19707	PATRICIA Y LAUGHLIN	Native American Storytelling at Hodson	350.00
1698	05/10/2024	11771	SUPERNAW'S	Cultural Craft Supplies	144.90
1699	05/10/2024	99999	INDEPENDENT SCHOOL DIST NO 11	Native American Student Credit Recovery	1,000.00
1700	05/10/2024	19719	DANNY MCCARTER	Blow Dart Presentations - May 2024	300.00
1701	05/10/2024	19527	NATIONAL ASSOC FOR THE EDUCATION OF	Registration for NAEHCY Conference Nov 16-19, 2024	4,000.00
1702	05/15/2024	11950	TES PRODUCTIONS, INC	Lighting Supplies	3,976.36
1703	05/15/2024	441	DAVID W GORHAM	Harris - Marching Wind Design	3,400.00
1704	05/15/2024	276	WALMART #168	Open P.O. Office Supplies	250.00
1705	05/15/2024	276	WALMART #168	General Office Supplies	86.92
1706	05/15/2024	4999	OFFICE DEPOT	General Office Supplies	87.97
1707	05/15/2024	18676	STEVE HOLLAND	Wood Plaque for Native Ameri Leadership Incentive	150.00
1708	05/15/2024	11351	AMAZON	EOY Appreciation for Teacher Leaders	61.56
1709	05/23/2024	18266	LENORA MCMULLEN	Copper Embossing presentation	250.00
1710	05/23/2024	11351	AMAZON	Printer Replacement Printhead	320.00
1711	05/23/2024	10483	SAM'S CLUB	JOM Student Sanitizing Wipes	800.00
1712	05/23/2024	315	BLICK ART MATERIALS	Cultural Craft Supplies	450.00
1713	05/23/2024	11351	AMAZON	Cultural Craft Supplies	475.00
1714	05/23/2024	276	WALMART #168	Cultural Craft Supplies	200.00
1715	05/23/2024	9608	HOBBY LOBBY #25	Cultural Craft Supplies	200.00
1716	05/23/2024	10483	SAM'S CLUB	JOM Student Special Project Supplies	1,225.00
1717	05/23/2024	10483	SAM'S CLUB	JOM Summer Program Refreshments	300.00
1718	05/23/2024	10529	WOOLAROC	JOM Summer Program Admission	125.00
1719	05/23/2024	1498	MAZZIO'S LLC	JOM Student Travel Lunch Refreshments	175.00
1720	05/23/2024	11351	AMAZON	RSA Summer School Supplies-Blanket PO	350.00
1721	05/23/2024	5486	CDW COMPUTER	RSA Summer School Headphones	645.50
1722	05/23/2024	11351	AMAZON	Dated Planners for Rejoice Christian School	228.90
1723	05/23/2024	10501	TULSA TECHNOLOGY CENTER	CPR Train the Trainer	560.00
1724	05/24/2024	70073	CCOSA OF OKLAHOMA CITY	OASA Banquet June 12, 2024	500.00
1725	05/29/2024	17301	J.A.M. DISTRIBUTING COMPANY	Diesel Exhaust Fuel	1,600.00
1726	05/29/2024	189	LENOX WRECKER SERVICE	Towing	2,100.00
1727	05/29/2024	15917	SPEARS TRAVEL - BARTLESVILLE	Airfare-NAEHCY Conference-Nov 16-19, 2024	1,835.84
1728	05/29/2024	19739	HYATT HOTELS OF FLORIDA INC	Hotel for NAEHCY Conference-Nov 16-19, 2024	2,242.68
1729	05/29/2024	19455	ARTICULATE GLOBAL LLC	Articulate 360 Online License	699.00

Owasso Public Schools

Purchase Order Register

Options: Year: 2023-2024, Fund(s): 11 - GENERAL, Date Range: 5/9/2024 - 6/5/2024, PO Range: 1696 - 1755

PO No	Date	Vendor No	Vendor	Description	Amount
1730	05/29/2024	70073	CCOSA OF OKLAHOMA CITY	CCOSA Summer Leadership Conference	4,500.00
1731	05/29/2024	1432	OSSBA	School Board Professional Development	1,000.00
1732	05/29/2024	14062	NOC BAY TRADING COMPANY	Cultural Craft Supplies	350.00
1733	05/29/2024	18963	Rebecca Wedel	Native American Tipi presentations	300.00
1734	05/29/2024	11351	AMAZON	Cultural Craft Supplies	100.00
1735	05/29/2024	113	NASCO	Cultural Craft Supplies	500.00
1736	06/03/2024	14661	JENKINS PIANO COMPANY LLC	Barber - Vocal Piano Repair	3,000.00
1737	06/05/2024	81953	MARGARET M COATES	Per Diem CCOSA Summer Leadership Conference 2024	175.00
1738	06/05/2024	86393	PHILLIP S STORM	Per Diem CCOSA Summer Leadership Conference 2024	175.00
1739	06/05/2024	83750	KERWIN E KOERNER	Per Diem CCOSA Summer Leadership Conference 2024	175.00
1740	06/05/2024	16346	MARK OFFICER	Per Diem CCOSA Summer Leadership Conference 2024	175.00
1741	06/05/2024	86963	RUSSELL ANDREW THORNTON	Per Diem CCOSA Summer Leadership Conference 2024	175.00
1742	06/05/2024	86477	LISA M JOHNSON	Per Diem CCOSA Summer Leadership Conference 2024	175.00
1743	06/05/2024	19727	POWER OF THREE INVESTMNTS, LLC	Team Building Retreat for Board Members	200.00
1744	06/05/2024	276	WALMART #168	Summer Program STEM Supplies	125.00
1745	06/05/2024	10483	SAM'S CLUB	Instructional and organizational supplies	100.00
1746	06/05/2024	10483	SAM'S CLUB	Student Consumable Classroom Supplies	1,400.00
1747	06/05/2024	17164	JAMES GREGORY BILBY	Summer Program Storytelling	150.00
1748	06/05/2024	18963	Rebecca Wedel	Summer Program Tipi Presentations	190.00
1749	06/05/2024	80926	WENDY J STOKES	Summer Program Cherokee Language Presentations	150.00
1750	06/05/2024	19763	KASEY ELIZABETH WATSON	JOM Parent Member Meeting Incentive	200.00
1751	06/05/2024	19764	MELISSA DEAL	JOM Parent Member Meeting Incentive	200.00
1752	06/05/2024	18980	TONYA J TURNER	JOM Parent Member Meeting Incentive	200.00
1753	06/05/2024	19284	CAROLYN ZOGLMANN	JOM Parent Member Meeting Incentive	200.00
1754	06/05/2024	13025	DONNA BADONI	JOM Parent Member Meeting Incentive	200.00
1755	06/05/2024	11871	LISA BYERS	JOM Parent Member Meeting Incentive	200.00
				Non-Payroll Total:	**$46,404.63**
				Payroll Total:	**$0.00**
				Report Total:	**$46,404.63**

Owasso Public Schools

Change Order Listing

Options: Fund(s): 11 - GENERAL, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 5/9/2024 - 6/5/2024, PO Range: 1 - 1695, Minimum Percentage Change: 20.00%, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
213	07/06/2023	11343	OKLA DEPT OF LABOR	Inscpections	475.00
				Non-Payroll Total:	**$475.00**
				Payroll Total:	**$0.00**
				Report Total:	**$475.00**

Owasso Public Schools

Purchase Order Register

Options: Year: 2023-2024, Fund(s): 21 - BUILDING, Date Range: 5/9/2024 - 6/5/2024, PO Range: 88 - 93

PO No	Date	Vendor No	Vendor	Description	Amount
88	05/15/2024	18844	WAYNE PHILIP DAVIS III	Pest Control to Finish of fiscal year services	5,400.00
89	05/15/2024	18637	ECT SERVICES INC	Blanket PO for Non-Contract HVAC Services	5,000.00
90	05/15/2024	7009	TRANE	Blanket PO for HVAC Parts and Repairs	10,000.00
91	05/29/2024	16543	MCINTOSH CORPORATION	Emergency Gas Line Repair	5,000.00
92	05/29/2024	6650	LOWE'S HOME CENTER, INC.	Blanket PO for Maintenance	8,000.00
93	06/03/2024	17274	OLD RULE SERVICES, LLC	Gym Floor Refinishing	8,000.00
				Non-Payroll Total:	**$41,400.00**
				Payroll Total:	**$0.00**
				Report Total:	**$41,400.00**

Owasso Public Schools

Purchase Order Register

Options: Year: 2023-2024, Fund(s): 31 BOND - 2022, Date Range: 5/9/2024 - 6/5/2024, PO Range: 415 - 428

PO No	Date	Vendor No	Vendor	Description	Amount
415	05/10/2024	17716	TELECOMP HOLDINGS INC	MItel Phone switches	7,113.50
416	05/15/2024	19737	STUDIO 45 ARCHITECTS PLLC	Structural Engineering from Storm Damage	15,000.00
417	05/15/2024	20	C & C TILE AND CARPET COMPANY	7th Grade Flooring Projects	55,890.00
418	05/16/2024	16860	L&M OFFICE FURNITURE LLC	Office Furniture for the ESC	11,878.40
419	05/20/2024	9446	THE STACY GROUP	Architect Fees for 8th Grade Safe Structure	480,000.00
420	05/23/2024	11345	MATLOCK SECURITY SERVICES	Bogen Intercom System	53,234.00
421	05/23/2024	11345	MATLOCK SECURITY SERVICES	Sapling Clock System	38,756.00
422	05/29/2024	18423	GREEN COUNTRY STEEL LLC	Install beams for new videoboard at Basketball gym	18,000.00
423	05/29/2024	16285	BRIDGEPOINT ELECTRIC INC	Hodson Utility Transformer Relocation	99,216.00
424	06/05/2024	19566	ACTIVE INTERNET TECHNOLOGIES LLC	2024-25 Website Invoice	18,500.00
425	06/05/2024	2010	UNITED SYSTEMS LLC	Support Renewals VxRail Nodes 1-2,	24,088.76
426	06/05/2024	2010	UNITED SYSTEMS LLC	Dell IDPA Support Renewal	17,656.50
427	06/05/2024	2010	UNITED SYSTEMS LLC	Dell VxRail Support Renewal Nodes 3-6	21,018.29
428	06/05/2024	2010	UNITED SYSTEMS LLC	Dell VxRail Support Renewal Nodes 7-8	13,976.74
				Non-Payroll Total:	**$874,328.19**
				Payroll Total:	**$0.00**
				Report Total:	**$874,328.19**

Owasso Public Schools

Purchase Order Register

Options: Year: 2023-2024, Fund(s): 39 BOND - 2020, Date Range: 5/9/2024 - 6/5/2024, PO Range: 29 - 29

PO No	Date	Vendor No	Vendor	Description	Amount
29	05/15/2024	11950	TES PRODUCTIONS, INC	Lighting Fixtures	1,000.00
				Non-Payroll Total:	**$1,000.00**
				Payroll Total:	**$0.00**
				Report Total:	**$1,000.00**

Owasso Public Schools

Cash Balances

Options: Fiscal Years: 2024, Funds: 60, As Of Date: 5/31/2024, Account Types: AC

Cash By Account and Fund

AC	0110	ROGERS COUNTY BANK		
	2024	60	60 - ACTIVITY FUND	$2,576,610.89
			Total AC 0110	$2,576,610.89
				$2,576,610.89

Cash By Fund

2024	60	60 - ACTIVITY FUND	$2,576,610.89
			$2,576,610.89

Owasso Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2023 - 5/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 GENERAL FUND	$0.00	$95,017.59	$86,110.40	$28,449.71	$152,678.28	$41,928.10	$110,750.18
804 CH NUTRITION REF SUB ACCT	$0.00	$10,189.85	$0.00	$6,566.66	$3,623.19	$30.00	$3,593.19
805 OHS ACTIVITY	$0.00	$31,063.87	$60,975.65	$15,872.05	$76,167.47	$5,534.06	$70,633.41
806 HS AP	$0.00	$39,983.44	$36,592.73	$450.00	$76,126.17	$36,142.00	$39,984.17
807 HS NATIONAL HONOR SOCIETY	$0.00	$3,347.28	$29,433.19	$6,674.46	$26,106.01	$2,300.00	$23,806.01
808 HS STUDENT COUNCIL	$0.00	$265,135.67	$14,782.57	$193,924.65	$85,993.59	$2,300.00	$83,693.59
809 HS SPEECH/DEBATE	$0.00	$2,654.00	$2,937.05	$955.59	$4,635.46	$3,370.00	$1,265.46
810 OHS - TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$4,695.90	$2,333.29	$2,362.61	$829.50	$1,533.11
811 HS YOUTH ALIVE	$0.00	$0.00	$805.69	$0.00	$805.69	$0.00	$805.69
812 HS YEARBOOK	$0.00	$8,253.50	$4,745.88	$4,406.43	$8,592.95	$100.00	$8,492.95
814 HS ACADEMIC BOWL	$0.00	$453.61	$328.43	$113.99	$668.05	$0.00	$668.05
815 HS EQUALITY CLUB	$0.00	$0.00	$178.43	$0.00	$178.43	$0.00	$178.43
816 HS BAND	$0.00	$458,574.45	$266,422.26	$524,163.40	$200,833.31	$6,516.47	$194,316.84
817 5TH GRADE HONOR CHOIR-DISTRICTWIDE	$0.00	$0.00	$4,371.82	$300.00	$4,071.82	$0.00	$4,071.82
818 HS FFA	$0.00	$121,413.52	$28,512.16	$103,523.14	$46,402.54	$27,666.47	$18,736.07
820 HS STEM CLUB	$0.00	$0.00	$79.25	$0.00	$79.25	$0.00	$79.25
821 HS COUNSELORS	$0.00	$0.00	$4,148.83	$958.80	$3,190.03	$0.00	$3,190.03
822 HS ART	$0.00	$7,062.30	$1,438.04	$6,728.44	$1,771.90	$0.00	$1,771.90
824 HS STAGECRAFT	$0.00	$0.00	$405.18	$0.00	$405.18	$0.00	$405.18
825 HS LIBRARY	$0.00	$36,694.77	$9,455.89	$34,699.12	$11,451.54	$1,184.76	$10,266.78
826 HS SENIOR CLASS	$0.00	$61,980.90	$23,715.77	$34,905.82	$50,790.85	$12,500.00	$38,290.85
827 HS UNIFIED CLUB	$0.00	$1,049.00	$849.48	$768.00	$1,130.48	$0.00	$1,130.48
828 HS JUNIOR CLASS	$0.00	$44,360.00	$37,317.08	$30,968.55	$50,708.53	$5,445.57	$45,262.96
830 SPARK	$0.00	$619,708.25	$51,370.26	$516,735.39	$154,343.12	$10,948.12	$143,395.00
831 E-SPORTS	$0.00	$4,343.55	$1,050.25	$3,532.63	$1,861.17	$0.00	$1,861.17
834 HS FCA - FELLOWSHIP OF CHRISTIAN ATHLETES	$0.00	$0.00	$115.00	$0.00	$115.00	$0.00	$115.00
835 HS HISTORY CLUB	$0.00	$0.00	$900.62	$320.00	$580.62	$300.00	$280.62
836 HS WORLD TRAVEL CLUB	$0.00	$1,754.93	$469.31	$1,689.99	$534.25	$175.00	$359.25
837 HS ROBOTICS	$0.00	$0.00	$1,018.72	$0.00	$1,018.72	$0.00	$1,018.72
838 OHS LARP CLUB	$0.00	$0.00	$230.39	$0.00	$230.39	$0.00	$230.39
839 HS DRAMA/PRODUCTIONS	$0.00	$16,483.53	$11,362.46	$17,204.27	$10,641.72	$3,174.00	$7,467.72
840 8GC TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,366.15	$419.14	$947.01	$0.00	$947.01
841 EIGHTH GRADE ACTIVITY	$0.00	$1,364.00	$3,365.33	$1,441.97	$3,287.36	$225.00	$3,062.36
842 EIGHTH GRADE STUDENT COUNCIL	$0.00	$5,684.00	$6,021.46	$5,649.55	$6,055.91	$350.00	$5,705.91
844 EIGHTH GRADE HOME EC	$0.00	$1,740.00	$1,563.50	$912.82	$2,390.68	$400.00	$1,990.68
845 EIGHTH GRADE YEARBOOK	$0.00	$3,675.50	$9,874.92	$11,140.78	$2,409.64	$0.00	$2,409.64
848 EIGHTH GRADE ART	$0.00	$1,855.00	$1,450.34	$1,840.45	$1,464.89	$0.00	$1,464.89
849 EIGHTH GRADE FOREIGN LANGUAGE	$0.00	$1,360.00	$2,036.82	$1,841.34	$1,555.48	$0.00	$1,555.48
851 EIGHTH GRADE ROBOTICS	$0.00	$0.00	$24.62	$0.00	$24.62	$0.00	$24.62
853 EIGHTH GRADE COMPUTER	$0.00	$350.00	$1,318.97	$1,500.00	$168.97	$0.00	$168.97
855 EIGHTH GRADE ENGLISH	$0.00	$0.00	$114.52	$0.00	$114.52	$0.00	$114.52
856 EIGHTH GRADE TEACHERS WELFARE	$0.00	$622.31	$1,144.47	$806.97	$959.81	$123.56	$836.25
857 7TH GRADE STEM	$0.00	$1,230.00	$216.32	$1,187.89	$258.43	$0.00	$258.43
858 EIGHTH GRADE FCCLA	$0.00	$2,955.20	$698.25	$3,089.14	$564.31	$80.00	$484.31
859 EIGHTH GRADE STRENGTH & CONDITIONING / PE	$0.00	$380.00	$1,400.24	$950.62	$829.62	$0.00	$829.62
860 EIGHTH GRADE STEM	$0.00	$480.00	$590.78	$368.70	$702.08	$0.00	$702.08
861 SEVENTH GRADE ACTIVITY	$0.00	$597.50	$12,395.56	$2,609.67	$10,383.39	$0.00	$10,383.39
862 SEVENTH GRADE YEARBOOK	$0.00	$1,640.00	$2,743.21	$3,144.27	$1,238.94	$0.00	$1,238.94
863 SEVENTH FOREIGN LANGUAGE	$0.00	$1,143.00	$508.57	$1,539.41	$112.16	$0.00	$112.16
864 SEVENTH GRADE STUDENT COUNCIL	$0.00	$2,370.00	$174.79	$708.03	$1,836.76	$0.00	$1,836.76
866 SEVENTH GRADE SCIENCE	$0.00	$0.00	$137.11	$0.00	$137.11	$0.00	$137.11
868 SEVENTH GRADE PHYS ED	$0.00	$5,115.00	$4,493.59	$6,330.51	$3,278.08	$0.00	$3,278.08

Owasso Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2023 - 5/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
870 7GC TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,328.65	$749.51	$579.14	$200.00	$379.14
871 SEVENTH GRADE TEACHERS WELFARE	$0.00	$19.56	$167.56	$163.07	$24.05	$0.00	$24.05
872 SEVENTH GRADE NATL JR HON SOC	$0.00	$1,501.00	$1,596.80	$1,714.76	$1,383.04	$0.00	$1,383.04
873 SEVENTH GRADE CREATIVE STUDIES	$0.00	$0.00	$219.54	$0.00	$219.54	$0.00	$219.54
874 SEVENTH GRADE LIBRARY	$0.00	$8,515.75	$2,289.06	$8,059.16	$2,745.65	$0.00	$2,745.65
875 BARNES ACTIVITY	$0.00	$7,497.64	$12,075.08	$9,638.48	$9,934.24	$485.00	$9,449.24
876 BARNES ALL IN	$0.00	$1,474.84	$472.61	$553.58	$1,393.87	$0.00	$1,393.87
877 BARNES LIBRARY	$0.00	$10,223.70	$17,677.46	$7,487.56	$20,413.60	$0.00	$20,413.60
878 BARNES TACK	$0.00	$0.00	$27.81	$0.00	$27.81	$0.00	$27.81
879 SEVENTH GRADE ART	$0.00	$4,505.00	$2,299.54	$5,437.67	$1,366.87	$0.00	$1,366.87
880 BARNES TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,655.67	$787.03	$868.64	$100.00	$768.64
881 BARNES MUSIC	$0.00	$270.00	$309.13	$385.99	$193.14	$0.00	$193.14
882 ATOR LIBRARY	$0.00	$15,325.80	$11,890.34	$20,916.71	$6,299.43	$500.00	$5,799.43
883 ATOR ACTIVITY	$0.00	$4,412.50	$9,237.40	$4,615.10	$9,034.80	$150.00	$8,884.80
884 ATOR PHYSICAL EDUCATION	$0.00	$0.00	$3,486.19	$1,891.49	$1,594.70	$0.00	$1,594.70
885 ATOR MUSIC	$0.00	$327.00	$995.73	$626.33	$696.40	$0.00	$696.40
887 MILLS ACTIVITY	$0.00	$25,080.26	$9,797.70	$13,036.31	$21,841.65	$15,109.61	$6,732.04
888 STUDENT LEADERSHIP	$0.00	$0.00	$1,561.50	$0.00	$1,561.50	$0.00	$1,561.50
889 MILLS TEACHER WELFARE	$0.00	$594.08	$4,127.21	$512.77	$4,208.52	$0.00	$4,208.52
890 MILLS TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$2,388.80	$1,388.80	$1,000.00	$0.00	$1,000.00
891 MILLS LIBRARY	$0.00	$9,998.56	$4,920.85	$8,682.14	$6,237.27	$619.09	$5,618.18
892 SMITH TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,525.00	$525.00	$1,000.00	$0.00	$1,000.00
893 SMITH ACTIVITY	$0.00	$12,988.60	$17,509.06	$11,455.99	$19,041.67	$0.00	$19,041.67
894 SMITH LIBRARY	$0.00	$12,057.58	$10,850.03	$10,665.76	$12,241.85	$0.00	$12,241.85
897 SMITH TEACHERS WELFARE	$0.00	$923.46	$1,766.04	$703.70	$1,985.80	$320.00	$1,665.80
898 HODSON ACTIVITY	$0.00	$11,731.61	$23,308.24	$14,255.04	$20,784.81	$205.00	$20,579.81
899 HODSON TEACHER WELFARE	$0.00	$707.79	$717.88	$684.32	$741.35	$190.00	$551.35
900 HODSON TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,513.76	$924.95	$588.81	$0.00	$588.81
901 HODSON LIBRARY	$0.00	$12,653.96	$15,147.38	$17,533.59	$10,267.75	$217.91	$10,049.84
902 HODSON PHYS ED	$0.00	$0.00	$948.21	$0.00	$948.21	$0.00	$948.21
903 HODSON MUSIC	$0.00	$2,790.00	$917.78	$2,971.97	$735.81	$0.00	$735.81
904 NORTHEAST TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,545.45	$599.17	$946.28	$90.36	$855.92
905 NORTHEAST ACTIVITY	$0.00	$9,221.86	$27,082.63	$10,259.89	$26,044.60	$0.00	$26,044.60
906 NORTHEAST TEACHERS WELFARE	$0.00	$15.11	$1,633.20	$1,080.51	$567.80	$0.00	$567.80
907 NORTHEAST LIBRARY	$0.00	$29,591.89	$12,867.24	$20,164.38	$22,294.75	$800.00	$21,494.75
911 BAILEY ACTIVITY	$0.00	$8,025.25	$13,610.47	$9,013.18	$12,622.54	$100.00	$12,522.54
912 BAILEY TEACHERS WELFARE	$0.00	$0.00	$190.56	$0.00	$190.56	$0.00	$190.56
914 BAILEY LIBRARY	$0.00	$7,502.42	$7,743.55	$7,788.94	$7,457.03	$200.00	$7,257.03
915 BAILEY TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,305.00	$305.00	$1,000.00	$0.00	$1,000.00
917 JONES FAMILY GIFT 2016	$0.00	$0.00	$8.36	$8.36	$0.00	$0.00	$0.00
924 EIGHTH GRADE LIBRARY	$0.00	$2,402.63	$3,075.44	$2,053.75	$3,424.32	$0.00	$3,424.32
926 EIGHTH GRADE NATL JR HONOR SOC	$0.00	$940.00	$2,491.16	$836.64	$2,594.52	$0.00	$2,594.52
927 EIGHTH GRADE SCIENCE	$0.00	$29.20	$378.03	$0.00	$407.23	$0.00	$407.23
929 SPECIAL ED PROGRAMS	$0.00	$0.00	$237,464.06	$13,689.24	$223,774.82	$0.00	$223,774.82
930 ATOR TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$5.25	$1,880.52	$1,072.96	$812.81	$0.00	$812.81
932 SPEC OLYMPICS - DIST WIDE	$0.00	$28,687.48	$94,752.18	$32,614.78	$90,824.88	$5,800.00	$85,024.88
933 RAM ACADEMY	$0.00	$0.00	$10,294.55	$3,478.81	$6,815.74	$728.45	$6,087.29
934 INDIAN EDUCATION ACTIVITY	$0.00	$8,234.00	$7,415.60	$7,957.21	$7,692.39	$1,096.00	$6,596.39
936 GRANTS - (OEF ONLY)	$0.00	$75,000.00	$0.00	$73,282.72	$1,717.28	$6.90	$1,710.38
937 GRANTS (EXCEPT OEF-SEE 936)	$0.00	$25,285.00	$2,000.00	$20,873.95	$6,411.05	$390.24	$6,020.81

Owasso Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2023 - 5/31/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
938 STAFF APPRECIATION-DISTRICT SERVICES-FOOD ONLY	$0.00	$0.00	$4,327.11	$2,371.27	$1,955.84	$321.12	$1,634.72
941 ATHLETICS	$0.00	$689,273.91	$424,246.80	$746,833.54	$366,687.17	$45,614.46	$321,072.71
942 RAM PARTNERS	$0.00	$131,430.35	$91,748.97	$150,982.11	$72,197.21	$10,902.89	$61,294.32
944 VIRTUAL/SUMMER SCHOOL	$0.00	$8,950.00	$13,825.00	$150.00	$22,625.00	$0.00	$22,625.00
946 DISTRCT FINE ARTS	$0.00	$46,177.73	$89,909.03	$29,540.52	$106,546.24	$16,810.02	$89,736.22
947 OPERATIONS WELFARE FUND	$0.00	$15.04	$214.68	$50.14	$179.58	$99.86	$79.72
949 HEALTH SERVICES	$0.00	$0.00	$386.29	$280.00	$106.29	$0.00	$106.29
951 RAM TEACHER WELFARE	$0.00	$480.42	$4,233.32	$144.28	$4,569.46	$0.00	$4,569.46
953 HS FAC	$0.00	$5,295.00	$6,101.73	$4,017.24	$7,379.49	$2,909.82	$4,469.67
957 HS VOCAL	$0.00	$176,267.14	$47,370.89	$175,719.02	$47,919.01	$0.00	$47,919.01
960 STEM - 6GC	$0.00	$1,740.00	$2,257.69	$2,139.97	$1,857.72	$0.00	$1,857.72
962 STUDENT HOLDING ACCOUNT	$0.00	$14,975.65	$82,717.63	$0.00	$97,693.28	$0.00	$97,693.28
963 HS LIBERTY COMMITTEE	$0.00	$7,121.18	$2,330.67	$4,159.66	$5,292.19	$0.00	$5,292.19
965 HS TEACHERS WELFARE	$0.00	$7,075.72	$9,742.74	$1,878.23	$14,940.23	$1,239.57	$13,700.66
968 MORROW ACTIVITY	$0.00	$11,088.30	$13,765.33	$7,678.57	$17,175.06	$0.00	$17,175.06
969 MORROW TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,196.21	$196.21	$1,000.00	$191.09	$808.91
970 RAM ACADEMY TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$515.06	$436.84	$78.22	$0.00	$78.22
971 HS FCCLA	$0.00	$3,747.00	$1,899.30	$5,119.07	$527.23	$0.00	$527.23
972 MORROW TEACHER WELFARE	$0.00	$3,608.09	$1,367.03	$1,025.10	$3,950.02	$0.00	$3,950.02
973 HS FOREIGN LANGUAGE CLUB	$0.00	$29,427.85	$14,496.06	$32,533.31	$11,390.60	$650.00	$10,740.60
974 MORROW LIBRARY	$0.00	$19,248.97	$9,543.27	$17,947.29	$10,844.95	$500.00	$10,344.95
975 SIXTH GRADE ACTIVITY	$0.00	$722.20	$9,643.21	$2,223.95	$8,141.46	$0.00	$8,141.46
976 SIXTH GRADE PHYS ED	$0.00	$40.00	$846.98	$0.00	$886.98	$0.00	$886.98
977 SIXTH GRADE STUDENT COUNCIL	$0.00	$2,902.00	$7,826.52	$4,530.79	$6,197.73	$1,200.00	$4,997.73
978 SIXTH GRADE YEARBOOK	$0.00	$2,781.00	$18,068.14	$2,480.10	$18,369.04	$0.00	$18,369.04
979 SIXTH GRADE COMPUTER	$0.00	$0.42	$22.00	$0.00	$22.42	$0.00	$22.42
980 6GC TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,000.00	$690.66	$309.34	$250.00	$59.34
982 SIXTH GRADE SCIENCE	$0.00	$0.00	$2,911.01	$1,978.60	$932.41	$0.00	$932.41
983 SIXTH GRADE ART	$0.00	$5,045.00	$837.29	$4,215.36	$1,666.93	$0.00	$1,666.93
984 SIXTH GRADE TEACHERS WELFARE	$0.00	$474.85	$2,940.20	$0.00	$3,415.05	$0.00	$3,415.05
986 SIXTH GRADE MATH	$0.00	$0.00	$126.69	$117.70	$8.99	$0.00	$8.99
988 SIXTH GRADE SOCIAL STUDIES	$0.00	$0.00	$2,928.04	$180.99	$2,747.05	$0.00	$2,747.05
989 SIXTH GRADE LIBRARY	$0.00	$6,187.28	$14,674.07	$6,096.48	$14,764.87	$0.00	$14,764.87
990 STONE CANYON TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$105.82	$1,571.13	$993.66	$683.29	$0.00	$683.29
993 SIXTH GRADE E.S.C.	$0.00	$0.00	$1,572.00	$0.00	$1,572.00	$0.00	$1,572.00
994 STONE CANYON ACTIVITY	$0.00	$9,887.72	$7,418.45	$9,024.54	$8,281.63	$500.00	$7,781.63
995 STONE CANYON TEACHERS WELF	$0.00	$907.09	$882.00	$835.12	$953.97	$0.00	$953.97
997 STONE CANYON LIBRARY	$0.00	$36,421.59	$23,709.89	$38,521.00	$21,610.48	$0.00	$21,610.48
998 CHROMEBOOK INS/ACCESORIES	$0.00	$49,609.50	$69,273.80	$20,127.45	$98,755.85	$1,925.00	$96,830.85
Total	**$0.00**	**$3,471,631.12**	**$2,313,370.45**	**$3,208,390.68**	**$2,576,610.89**	**$272,045.00**	**$2,304,565.89**

ACTIVITY ACCOUNT CHANGE REQUEST

ACCOUNT NUMBER 873 SITE: 510

ACCOUNT NAME Creative Studies

I would like to:

_____ **REVISE ACCOUNT BUDGET**: Proposed new budget attached.

I am adding/deleting:

_____ **ADD A NEW ACCOUNT**: I would like to **add** a new activity account.

Account Name:

The purpose of this account is:

X **DELETE AN ACCOUNT**: I would like to **delete** a current activity account.

Account Number/Name: 873/ Creative Studies

Reason for deletion: We no longer need this acct. Can the money be transferred to our activity account.

J. Eric Nutson — Principal

5/20/24 — Date

Phillip Storm, CFO

6-5-24 — Date

ACTIVITY ACCOUNT CHANGE REQUEST

ACCOUNT NUMBER_____ SITE: 510

ACCOUNT NAME FACS

I would like to:

_____ **REVISE ACCOUNT BUDGET**: Proposed new budget attached.

I am adding/deleting:

X **ADD A NEW ACCOUNT**: I would like to **add** a new activity account.

Account Name: FACS

The purpose of this account is: We established a new class that will have a $10 fee. The budget will be much like our STEM budget.

_____ **DELETE AN ACCOUNT**: I would like to **delete** a current activity account.

Account Number/Name:

Reason for deletion:

J. Eric Nutter — 5/21/24

Principal — Date

[illegible] — 6.5.24

Phillip Storm, CFO — Date

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Owasso High School **Account #** 805

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2024 (May not reflect July 1 balance) $69,365.34

Sources of revenue:

Donations	$	5,841.00
Fines	$	1,250.00
Dues, Fees, Registrations	$	30,000.00
Commissions	$	2,342.00
Fundraisers: food and merchandise sales, spirit events, ticket sales, concessions	$	500.00
Parking Permits	$	500.00
PSAT books/fees	$	500.00
Total resources	$	110,298.34

USES OF FUNDS:

Budgeted expenditures:

Homecoming Props/Supplies	$	200.00
General Office Supplies / Decorations	$	3,000.00
Coffee/sugar/creamer for meetings	$	300.00
Student Festivities/food	$	400.00
Teacher Badges	$	475.00
Flowers and Balloons	$	200.00
Food/utensil/plastic wear	$	2,750.00
Rentals	$	200.00
Toner	$	100.00
Parking Permits Expenditures	$	500.00
Reimbursements	$	3,265.00
Graduation Supplies	$	5,000.00
Field Trips	$	2,000.00
Special Olympics Activity	$	250.00
Professional Education Services	$	2,000.00
Registrations and Memberships	$	500.00
Books	$	200.00
Classroom, Hall, Lobby Supplies	$	1,700.00
Fundraiser Expenses	$	450.00
Appliances	$	400.00
Dues/Fees	$	100.00
Postage	$	1,100.00
Supplies for Drug Free	$	130.00
Donations	$	1,000.00
Scholarships	$	10,000.00

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Owasso High School **Account #** 805

Automatic Mailer (End of the Year Report Cards)	$	800.00
Various Licenses	$	500.00
Student incentives and rewards	$	200.00
Snacks as a thank you to subs (both campuses)	$	500.00
Maintenance and Repairs	$	1,000.00
Furniture and Fixtures	$	1,000.00
Total budgeted expenditures	$	40,220.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	70,078.34

Signature of Teacher/Sponsor _____ Mrs. Tiffani Cooper

Signature of Principal Tiffani Cooper 4/27/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name HS AP **Account #** 806

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 15, 2024 (May not reflect July 1 balance)	$ 37,830.73
Sources of revenue:	
AP Fees & Registration	55,000.00
Donation	1,000.00
Total resources	$ 93,830.73

USES OF FUNDS:

Budgeted expenditures:	
AP Tests	$ 55,000.00
Books	300.00
Registration for Workshops	1,000.00
Supplies for Testing	500.00
Proctors	2,000.00
Total budgeted expenditures	$ 58,800.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 35,030.73

Signature of Teacher/Sponsor Johanna Woodard — Johanna Woodard

Signature of Principal Tiffani Cooper — Tiffani Cooper

Date 4/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name National Honor Society **Account #** 807

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 15, 2024 (May not reflect July 1 balance)	$ 23,772.85
Sources of revenue:	
Fundraiser & Merchandise sales, ticket sales,	17,236.00
Dues & Fees	2,500.00
T-shirts	2,500.00
Calculator - rental	700.00
Donations	300.00
Total resources	$ 47,008.85

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	$ 17,000.00
T-Shirts	$ 2,500.00
Donations	6,000.00
Community Service Project	4,000.00
General Office Expenses	4,000.00
AP Tests	1,000.00
Prom tickets	200.00
Dues & Fees	800.00
Batteries for calculators	300.00
Student/Teacher food	3,000.00
NHS Supplies	2,000.00
Scholarships	2,000.00
Incentives & Rewards	200.00
Professional Education Services	400.00
Refunds	100.00
Angel Tree Spring/Fall Service Project	1,000.00
Total budgeted expenditures	$ 27,500.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 19,508.85

Signature of Teacher/Sponsor Marianne Zamor Mrs. Zamor

Signature of Principal Tiffani Cooper Tiffani Cooper

Date 4/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Student Council **Account #** 808

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$74,452.49

Sources of revenue:

Member Dues	$ 2,250.00
Fundraisers (food/merchandise sales, spirit events, ticket sales)	$ 16,000.00
School Dances	$ 500.00
Retired STUCO Shirt Sales	$ 100.00
Donations	$ 2,500.00
Student Council apparel	$ 10,100.00
Fees/Conferences/Leadership/District/State/National	$ 16,800.00
Talent Show	$ 1,000.00
End of Year Leadership Activity	$ 500.00
Events & Sales for Philanthropy Donations	$ 10,000.00
Commissions	$ 1,000.00
Field Trips: local and/or out of state	$ 1,000.00
Total resources	$ 136,202.49

USES OF FUNDS:

Budgeted expenditures:

New Officer Meeting Supplies	$ 200.00
Student Council apparel	$ 10,600.00
Fees/Dues/Registrations	$ 10,950.00
Supplies	$ 6,600.00
Food/treats for Staff and Students	$ 1,750.00
Fundraisers: food/drink, merchandise, spirit events, ticket sales	$ 5,000.00
Angel Tree Family	$ 500.00
Student Incentives and Rewards	$ 500.00
Fees/Conferences/Leadership/District/State/National Costs/Speaker/Supplies	$ 10,000.00
Graduation Stoles and Cords	$ 500.00
Events/Field Trips	$ 1,000.00
Scholarship	$ 3,200.00
Donations	$ 10,000.00
Security for dances, movie nights, spirit events	$ 300.00

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Student Council **Account #** 808

Fiscal Year 2024-2025

Total budgeted expenditures	$ 61,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 75,102.49

Signature of Teacher/Sponsor _____ Miss Shannon Beck

Signature of Principal _____ Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Speech & Debate **Account #** 809

Fiscal Year 2024-2025

RESOURCES:

Beginning Cash Balance (approximately)	$3,879.21
Sources of Revenue:	
Donations	500.00
Dues/Fees/Registrations/Memberships	1,000.00
End of the Trail Tournament	6,000.00
Food & Merchandise Sales	1,000.00
Spirit Events	500.00
Total Resources	$12,879.21

USES OF FUNDS:

Budgeted Expenditures:

Dues/Fees/Registrations/Memberships	1,000.00
Education Supplies	1,000.00
End of the Trail Tournament Expenses	2,000.00
Fundraiser Expenses	600.00
Speech Performance Books	1,000.00
State Competition Hotel Fees	1,500.00
Student Awards/Incentives	500.00
T-Shirts	700.00
Total Budgeted Expenditures	$ 8,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$4,579.21

Signature of Teacher/Sponsor

Signature of Fine Arts Director

19-Apr-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Teacher/Staff Appreciation **Account #** 810

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2024 (May not reflect July 1 balance)	$1,533.11
Sources of revenue:	
Allotment	$ 3,045.00
Donations	$ 100.00
Total resources	$ 4,678.11

USES OF FUNDS:

Budgeted expenditures:	
Food, drinks and paper products	$ 3,100.00
Total budgeted expenditures	$ 3,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,578.11

Signature of Teacher/Sponsor Mrs. TIffani Cooper

Signature of Principal Tiffani Cooper

Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Youth Alive **Account #** 811

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 15, 2024 (May not reflect July 1 balance)	$ 805.69
Sources of revenue:	
Food & Merchandise sales	750.00
T-Shirts	50.00
Donation	100.00
Total resources	$ 1,705.69

USES OF FUNDS:

Budgeted expenditures:	
Food	$ 600.00
T-Shirts	50.00
Fundraiser Expenses	400.00
Donation	100.00
Incentives & Rewards	100.00
Supplies	100.00
Total budgeted expenditures	$ 1,350.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 355.69

Signature of Teacher/Sponsor N/A

Signature of Principal Tiffani Cooper (Tiffani Cooper)

Date 4/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name OHS Yearbook **Account #** 812

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2024 (May not reflect July 1 balance)	$	3,883.59
Sources of revenue:		
Fundraisers: Food, Merchandise, Spirit Events, Ticket Sales	$	2,800.00
Yearbook Money (Selling extra books)	$	10,000.00
Talent Show	$	800.00
Picture Commission	$	2,100.00
Student Fees for OSU Journalism Day Trip	$	1,000.00
Donations	$	400.00
Senior Reserved Parking Spaces	$	1,500.00
Total resources	$	22,483.59

USES OF FUNDS:

Budgeted expenditures:		
Yearbook supplies /Props/Costumes/flowers	$	1,200.00
Yearbooks	$	11,000.00
Fundraisers: Food, Merchandise, Spirit Events, Ticket Sales	$	1,550.00
Food/Snack for meetings and Holiday Parties	$	200.00
Paint and necessary supplies for advertising	$	300.00
Gifts/cords/Prizes	$	800.00
OSU Journalism Day	$	1,000.00
Donations	$	400.00
License Fee	$	100.00
Cameras/ Equipment	$	1,000.00
Student incentives and rewards	$	250.00
Yearbook staff apparel	$	150.00
Total budgeted expenditures	$	17,950.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	4,533.59

Signature of Teacher/Sponsor Kresta Bowman Mrs. Kresta Bowm

Signature of Principal Tiffany Cooper Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Journalism **Account #** 813

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 15, 2024 (May not reflect July 1 balance)	$ -
Sources of revenue:	
Donations	300.00
Fundraisers: Food and Merchandise sales	500.00
Dues / Fees	200.00
Total resources	$ 1,000.00

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	200.00
Office Supplies	200.00
Registration and Fees	200.00
Incentives and Awards	200.00
Field Trips	100.00
Total budgeted expenditures	$ 900.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 100.00

Signature of Teacher/Sponsor Andrew DeBella Andrew DeBella

Signature of Principal Tiffani Cooper Tiffani Coooper

Date 4/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Academic Bowl **Account #** 814

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 15, 2024 (May not reflect July 1 balance)	$ 668.05
Sources of revenue:	
Dues & Fees	250.00
Food & merchandise Sales	500.00
Donations	100.00
Commissions	150.00
T-shirts	200.00
Total resources	$ 1,868.05

USES OF FUNDS:

Budgeted expenditures:	
Dues & Fees	$ 250.00
Fundraiser Expenses	180.00
Educational Supplies	100.00
Incentives & Rewards	100.00
T-shirts	200.00
Total budgeted expenditures	$ 830.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,038.05

Signature of Teacher/Sponsor Lisa McBride (Lisa McBride)

Signature of Principal Tiffani Cooper (Tiffani Cooper)

Date 4/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Equality Club **Account #** 815

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2024 (May not reflect July 1 balance)	$	178.43
Sources of revenue:		
Dues	$	100.00
T-Shirts/Apparel	$	175.00
Donations	$	100.00
Fundraisers: Food and Merchandise	$	300.00
Total resources	$	853.43

USES OF FUNDS:

Budgeted expenditures:		
Snacks for meetings	$	100.00
T-Shirts/Apparel	$	100.00
Activity Supplies (paper, markers, paints)	$	75.00
Donations	$	100.00
Fundraiser: Food and Merchandise	$	100.00
Student incentives and rewards	$	50.00
Plastic wear and paper plates	$	50.00
Total budgeted expenditures	$	575.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	278.43

Signature of Teacher/Sponsor

Signature of Principal

Revised 4/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Band **Account #** 816

Fiscal Year 2024-2025

RESOURCES:

Beginning Cash Balance (approximately)	$162,103.66
Sources of revenue:	
Student Contributions:	
Trips	250,000.00
Color Guard	15,000.00
Fees (Competition)	8,500.00
School Instrument	12,000.00
Supplies	1,500.00
Uniform Maintenance	2,000.00
Uniforms	8,500.00
Commissions	500.00
Donations	50,000.00
Food & Merchandise Sales	15,000.00
Spirit Events	2,000.00
Total Resources	$527,103.66

USES OF FUNDS:

Budgeted Expenditures:	
Trips	$250,000.00
Costumes	15,000.00
Fees & Registrations	45,000.00
Fundraiser Expenses	10,000.00
Guest Clinicians	4,000.00
Instrument Repair/Supplies	10,000.00
Judges/Accompanists	4,000.00
Student Awards/Incentives/Scholarships	5,000.00
Supplies & Materials	2,000.00
Uniforms	12,000.00
Uniform Cleaning	2,000.00
Total Budgeted Expenditures	$359,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$168,103.66

Signature of Teacher/Sponsor _____

Signature of Fine Arts Director _____ 19-Apr-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso Fine Arts **Site #** 50

Account Name 5th Honor Choir **Account #** 817

Fiscal Year 2024-2025

RESOURCES:

Beginning Cash Balance (approximately)	$4,371.82
Sources of Revenue:	
Donations	250.00
Field Trips	2,125.00
Honor Choir Fees	3,000.00
Total Resources	$9,746.82

USES OF FUNDS:

Budgeted Expenditures:

Awards	200.00
Choral Sheet Music	600.00
Concert Accompanist/Musicians	500.00
Drinks/Snacks	200.00
Field Trips	2,125.00
T-Shirts	1,500.00
Total Budgeted Expenditures	$5,125.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $4,621.82

Signature of Teacher/Sponsor Rachel Hahn

Signature of Director 19-Apr-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name FFA **Account #** 818

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2024 (May not reflect July 1 balance)	$ 18,157.46
Sources of revenue:	
Food & Merchandise Sales, Ticket Sales, Concesssions, Services Rendered	122,000.00
Auctions, Events	
FFA Attire Wear	6,500.00
Registrations	17,800.00
Donations	3,500.00
Fees/Dues	5,500.00
Commissions	5,000.00
Total resources	$ 178,457.46

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	$ 94,000.00
FFA Attire Wear	6,500.00
Student/Teacher Meals/Food	1,300.00
Registrations/Fees/Dues	21,930.00
Hotels/Lodging	12,750.00
Transportation	4,500.00
Scholarships	4,000.00
Rentals	1,000.00
Banquet Supplies	10,000.00
Education Supplies	1,000.00
Greenhouse Supplies	2,000.00
Technical Services	1,000.00
Donations	2,000.00
Refunds	125.00
Incentives & Rewards	200.00
Repair/Mainentance	500.00
Competition Expenses	500.00
Total budgeted expenditures	$ 163,305.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 15,152.46

Signature of Teacher/Sponsor Kenzie Cannady (Cannady)

Signature of Principal Tiffani Cooper (Tiffani Cooper)

Date 4/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name STEM Club **Account #** 820

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 15, 2024 (May not reflect July 1 balance)	$ 79.25
Sources of revenue:	
T-shirt sales	200.00
Food & Merchandise Sales	700.00
Donations	700.00
Total resources	$ 1,679.25

USES OF FUNDS:

Budgeted expenditures:	
Supplies	$ 200.00
T-Shirts	200.00
Fundraiser Expenses	200.00
Incentives & Rewards	75.00
Donations to select charities	900.00
Total budgeted expenditures	$ 1,575.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 104.25

Signature of Teacher/Sponsor (Shannon Chatwin)

Signature of Principal Tiffani Cooper (Tiffani Cooper)

Date 4/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name High School **Site #** 715

Account Name Counselors **Account #** 821

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2024 (May not reflect July 1 balance)	$	3,182.39
Sources of revenue:		
Fundraiser: Food, Merchandise, Spirit Events	$	600.00
Donations	$	100.00
Total resources	$	3,882.39

USES OF FUNDS:

Budgeted expenditures:

Official seals/stamps	$	100.00
Financial equipment service agreement for shredder	$	300.00
Microfiche machine upkeep	$	100.00
College/Career day snacks for vendors	$	200.00
Replacement book, card stock, holders for transcript storage	$	500.00
Office Supplies	$	1,000.00
Transcript storage cases and cards	$	300.00
Hospitality food and drinks for visiting guests/presenters	$	300.00
Fundraisers: Food, Merchandise, Spirit Events	$	300.00
Student incentives and rewards	$	200.00
Donations	$	200.00
Total budgeted expenditures	$	3,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	382.39

Signature of Teacher/Sponsor _____ Mrs. Tiffani Cooper

Signature of Principal Tiffani Cooper Revised 4/27/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Art Department **Account #** 822

Fiscal Year 2024-2025

RESOURCES:

Beginning Cash Balance (approximately)	$172.41
Sources of Revenue:	
Art Show	2,000.00
Donations	1,000.00
Dues, Fees, Memberships	6,000.00
Field Trips	250.00
Food & Merchandise Sales	1,000.00
Spring Trip	20,000.00
Total Resources	$30,422.41

USES OF FUNDS:

Budgeted Expenditures:

Art Entries and Presentation Materials	700.00
Art Show Needs	1,000.00
Educational Supplies	4,000.00
Equipment Maintenance	100.00
Field Trips	250.00
Fundraiser Expenses	600.00
Gallery Frames	500.00
Memberships	500.00
Photography, Lighting	125.00
Spring Trip	20,000.00
Student Awards/Incentives	300.00
Tool Replacement (Scissors, Rulers, Glue Guns, Etc.)	1,000.00
Total Budgeted Expenditures	$ 29,075.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$1,347.41

Signature of Teacher/Sponsor Kay Bratcher

Signature of Fine Arts Director 19-Apr-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Excel **Account #** 823

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ -
Sources of revenue:	
Donations	$ 100.00
Fundraisers: Food/Concessions, Merchandise Sales, Ticket/Events Sales	$ 500.00
Trip Fees	$ 100.00
Commissions	$ 100.00
Total resources	$ 800.00

USES OF FUNDS:

Budgeted expenditures:

Fundraisers: Food/Concessions & Merchandise/Event/Ticket Sales	$ 100.00
Student incentives and rewards	$ 100.00
Field trips	$ 100.00
Class supplies	$ 150.00
Donations	$ 100.00
Shirts/Club Wear	$ 150.00
Total budgeted expenditures	$ 700.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 100.00

Signature of Teacher/Sponsor _____ Dr. Michelle Baker

Signature of Principal _____ Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Stagecraft **Account #** 824

Fiscal Year 2024-2025

RESOURCES:

Beginning Cash Balance	$405.18
Sources of Revenue:	
Donations	500.00
Fees	500.00
Field Trips/Workshops	500.00
T-Shirts	500.00
Total Resources	$2,405.18

USES OF FUNDS:

Budgeted expenditures:	
Construction Materials	500.00
Field Trips/Workshops	500.00
Meals/Refreshments (Staff-Student-Meetings)	300.00
T-Shirts	500.00
Total Budgeted Expenditures	$1,800.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $605.18

Signature of Teacher/Sponsor

Signature of Fine Arts Director 19-Apr-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Library **Account #** 825

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 15, 2024 (May not reflect July 1 balance)	$	2,386.83
Sources of revenue:		
Fines/Fees		3,875.00
Food & Merchandise Sales, Concessions, Events		36,000.00
Donations		1,100.00
School Supplies		300.00
Total resources	$	43,661.83

USES OF FUNDS:

Budgeted expenditures:		
Computer/printer supplies	$	2,000.00
Books		7,000.00
Library furnishings		5,000.00
Donations		200.00
Fundraiser Expenses		18,000.00
Educational Supplies		2,000.00
Events (Contests, awards, t-shirts, and ammenities for book clubs)		1,000.00
Incentives & Rewards		1,000.00
Refunds		125.00
Magazines & Newspapers		500.00
Technical Services		500.00
Idea Lab supplies and tools		4,000.00
Professional Education Services Conferences & presentations		1,500.00
Total budgeted expenditures	$	42,825.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	836.83

Signature of Teacher/Sponsor Melinda G Gallagher

Signature of Principal Tiffani Cooper

Date 4/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Senior Class **Account #** 826

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	41,193.84
Sources of revenue:		
Senior Dues and Fees	$	26,000.00
Donations	$	2,000.00
Fundraisers: Merchandise, food/concessions, tickets sales/auctions, spirit events	$	13,800.00
Dodgeball game and supplies	$	1,000.00
Spirit Night Events/Commissions	$	750.00
Senior shirts/apparel		
Total resources	$	84,743.84

USES OF FUNDS:

Budgeted expenditures:		
Senior merchandise and activites/events	$	6,100.00
Fundraisers supplies/food/tickets/merchandise	$	700.00
Grad Bash Location / expenses & gifts	$	34,900.00
Security Services	$	300.00
Commencement supplies and formal wear	$	800.00
Mr. and Miss OHS	$	500.00
Legacy Gift	$	5,000.00
Movie Nights supplies/food, popcorn	$	1,000.00
Flowers	$	150.00
Student incentives and rewards	$	200.00
Dodgeball supplies	$	400.00
Total budgeted expenditures	$	50,050.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	34,693.84

Signature of Teacher/Sponsor Evan James — Mrs. ~~Tricia Smith~~

Signature of Teacher/Sponsor Linsey Tompkins — Mrs. Linsey Tompkins

Signature of Principal Tiffanie Crop — Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name High School **Site #** 715

Account Name Student Mentor /Unified Partners Program **Account #** 827

Fiscal Year 2024-2025

RESOURCES:

concessions

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 676.48
Sources of revenue:	
Fundraisers: Food/Drinks, Merchandise, Spirit Events, Ticket Sales	$ 3,500.00
Dues/Fees/Admission	$ 1,000.00
Donations	$ 600.00
Consessions	$ 250.00
Total resources	$ 6,026.48

USES OF FUNDS:

Budgeted expenditures:	
Team Apparel	$ 1,600.00
Prom Event	$ 250.00
Unified Activity/ Dances/field trips	$ 150.00
Student incentives and rewards	$ 800.00
Fundraiser Food and Merchandise	$ 400.00
Unified Club supplies	$ 150.00
Total budgeted expenditures	$ 3,350.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 2,676.48

Signature of Teacher/Sponsor Mrs. Stephani Barger/ Megan Carr

Signature of Principal

Revised 4/08/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Junior Board **Account #** 828

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	5,175.30
Sources of revenue:		
Fundraisers: Food/Drink, Merchandise, Spirit Events	$	5,000.00
Ticket Sales	$	40,000.00
Commissions	$	1,500.00
Donations	$	500.00
Total resources	$	52,175.30

USES OF FUNDS:

Budgeted expenditures:		
Venue for prom, lighting, rentals, etc.	$	20,000.00
Prom Services-souvenirs, chocolate fountain DJ, photobooth	$	20,000.00
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	500.00
Homecoming parade and community event	$	500.00
Donations	$	500.00
Christmas Angel Tree	$	2,000.00
Security Services for Prom	$	2,500.00
Snacks and food for Junior Board meetings and various occasions	$	300.00
Student incentives and rewards	$	100.00
Total budgeted expenditures	$	46,400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	5,775.30

Signature of Teacher/Sponsor Tina Mayfield Ms. Tina Mayfield

Signature of Principal Tiffani Coy Revised 4/11/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name SPARK **Site #** 050

Account Name SPARK **Account #** 830

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	
Sources of revenue:	
Desert Grant (estimated)	1,000,000.00
Enrollment Fees (estimated)	8,750.00
Monthly Tuition (estimated) 68,000 x 10 months	$680,000
Donations (estimated)	1,000.00
Fees (field trips, party days, etc) (estimated)	2,000.00
Summer Camp FeesTuition (estimated)	34,000.00
Total resources	$ 1,725,750.00

USES OF FUNDS:

Budgeted expenditures:	
Furniture/Fixture/Storage	$ 28,010.00
Technology (ipads, walkies, phone service, portable speakers, software)	15,724.00
Games & Manipulatives	10,000.00
Classroom Supplies/projects	5,000.00
Office Supplies	500.00
Fingerprinting	3,000.00
Student Rewards/Celebrations	1,000.00
Staff Celebrations/Special Occasions	1,000.00
Payroll 62,000 x 10	620,000.00
Medical Expenses	500.00
Field Trip Expenses	5,000.00
Printing Costs	500.00
Subscriptions	500.00
Professional Development	5,000.00
Paper Goods	500.00
Student Snacks	11,000.00
Summer Camp Supplies/Equipment	5,000.00
Total budgeted expenditures	$ 712,234.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,013,516.00

Signature of Teacher/Sponsor Melissa Zumwalt

Signature of Director Melissa Zumwalt

Date 5/13/20

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name E-Sports **Account #** ~~838~~ 831

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	1,458.51
Sources of revenue:		
Fundraisers: Food/Drinks, Merchandise, Spirit Events, Ticket Sales	$	500.00
Dues/Fees/Registration	$	100.00
Donations	$	100.00
Commissions	$	250.00
Travel/Competitions	$	300.00
Total resources	$	2,708.51

USES OF FUNDS:

Budgeted expenditures:

Fundraiser Expenses	$	100.00
Supplies/Equipment	$	100.00
Club Wear/Gear	$	100.00
Entry Fees/Registrations	$	75.00
Competion Expenses	$	75.00
Student Incentives and Rewards	$	75.00
Travel/Competitions	$	100.00
Total budgeted expenditures	$	625.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	2,083.51

Signature of Teacher/Sponsor Mr. James Paschal

Signature of Principal

Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Fellowship of Christian Athletes (FCA) **Account #** 834

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 115.00
Sources of revenue:	
Various Fundraisers: Food/Drinks, Merchandise	600.00
Fees/Registration	100.00
Donations	200.00
Ticket Sales	200.00
Commissions	200.00
Spirit Events	200.00
Dues and Fees	200.00
Field Trips	200.00
Total resources	$ 2,015.00

USES OF FUNDS:

Budgeted expenditures:	
Food, drinks, refreshments	$ 500.00
T-Shirts	50.00
Fundraiser Expenses	100.00
Donations	100.00
Supplies	100.00
Student Incentives and Rewards	100.00
Field Trip Expenses	100.00
Total budgeted expenditures	$ 1,050.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 965.00

Signature of Teacher/Sponsor _____ Mr. Daniel Dolan

Signature of Teacher/Sponsor _____ Mr. Asa Poteete

Signature of Principal _____

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Mock Trial **Account #** 835

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2024 (may not reflect July 1 balance)	$280.62
Sources of revenue:	
Dues/Fees/Registrations	$300.00
Fundraisers: Food/Drinks, Merchandise, Spirit Events, Ticket Sales	$1,000.00
Donations	$1,322.00
Trips	$1,000.00
Spirit Wear	$300.00
Admissions (Banquets)	$400.00
Scholarships	$200.00
Tournament - MLK invitational	$4,000.00
Donations	$100.00
Commissions	
Total resources	$8,802.62

USES OF FUNDS:

Budgeted expenditures:	
Food for tournament: snacks and drinks for visiting teams, coaches food / hospitality	$800.00
Fundraisers	$700.00
Dues/Registrations, Out of state tornaments	$2,500.00
Trips / hotels and food for coaches expenses	$1,000.00
Awards for MLK and end of the year banquet	$300.00
Spirit Wear	$400.00
Banquet supplies	$200.00
Trophies	$225.00
Donations	
All funds go through the Booster club. Donations were the only deposit	
Total budgeted expenditures	$6,125.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $2,677.62

Signature of Teacher/Sponsor Amanda Duncan Amanda Duncan

Signature of Principal Tiffanis Cox Revised 54/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name World Travel **Account #** 836

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of 4/1/2023 (may not reflect July 1 balance)	$	391.30
Sources of revenue:		
Donations	$	500.00
Dues, fees	$	500.00
Fundraisers: food and drinks, merchandise sales, commissions	$	400.00
T-Shirts	$	400.00
Trip Fees	$	400.00
Scholarships	$	200.00
Field Trips	$	100.00
Spirit Events, Ticket Sales	$	200.00
Total resources	$	3,091.30

USES OF FUNDS:

Budgeted expenditures:

General Supplies	$	200.00
T-Shirts	$	200.00
Food/treats/drinks/refreshements	$	100.00
Student Incentives	$	100.00
Trip Fees and expenses, airfare, hotel	$	750.00
Groceries for cultural cuisine cooking days	$	200.00
Scholarships	$	200.00
Field Trips	$	200.00
Fundraiser Expenses	$	100.00
Donations	$	100.00
Total budgeted expenditures	$	2,150.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	941.30

Signature of Teacher/Sponsor Michele Copeland Mrs. Michele Copeland

Signature of Principal Tiffani Cox Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name OHS Robotics **Account #** 837

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 15, 2024 (May not reflect July 1 balance)	$ 1,018.72
Sources of revenue:	
Fees/Dues/Registration	1,000.00
Donations	1,500.00
Spirit Wear	250.00
Total resources	$ 3,768.72

USES OF FUNDS:

Budgeted expenditures:	
Spirit Wear	$ 250.00
Supplies	1,000.00
Dues/Fee/Registrations	200.00
Student /Staff Travel	300.00
Technical Services	200.00
Incentives & Rewards	100.00
Total budgeted expenditures	$ 2,050.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,718.72

Signature of Teacher/Sponsor _____ Will Smith

Signature of Principal Tiffani Cooper Tiffani Cooper

Date 4/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name LARP Club **Account #** 838

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	230.39
Sources of revenue:		
Various Fundraisers: Food/Drinks, Merchandise, Spirit Events, Ticket Sales	$	500.00
Dues/Fee/Registration	$	100.00
Donations	$	100.00
Commissions		
Total resources	$	930.39

USES OF FUNDS:

Budgeted expenditures:		
Fundriaser Expenses	$	100.00
Supplies/Equipment	$	100.00
Club Wear/Gear	$	100.00
Field Trip Expenses	$	100.00
Student Incentives and Awards	$	75.00
Donations		
Total budgeted expenditures	$	475.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	455.39

Signature of Teacher/Sponsor Shane Ridenour Mr. Shane Ridenour

Signature of Principal Tiffany Cooper Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Drama Productions **Account #** 839

Fiscal Year 2024-2025

RESOURCES:

Beginning Cash Balance (approximately)	$5,682.33
Sources of Revenue:	
Donations	500.00
Dues/Fees/Memberships/Registrations	8,000.00
Food & Merchandise Sales	1,000.00
Spirit Events	500.00
Spring Trip	20,000.00
T-Shirt Sales	4,000.00
Ticket Sales	6,500.00
Total Resources	$46,182.33

USES OF FUNDS:

Budgeted Expenditures:

Dues/Fees/Memberships/Registrations	8,000.00
Fundraiser Expenses	600.00
Royalties	3,500.00
Spring Trip	20,000.00
Student Awards/Incentives	1,500.00
T-Shirts	3,800.00
Theatre Supplies	2,000.00
Total Budgeted Expenditures	$39,400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$6,782.33

Signature of Teacher/Sponsor _____

Signature of Fine Arts Director _____ 19-Apr-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Teacher / Staff Appreciation **Account #** 840

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 947.01
Sources of revenue:	
District Contribution	1,000.00
Donations	500.00
Total resources	$ 2,447.01

USES OF FUNDS:

Uses of Funds:	
Staff Luncheon / Meeting / Conference Nights	$ 1,900.00
Luncheon Supplies	500.00
Total budgeted expenditures	$ 2,400.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 47.01

Signature of Teacher/Sponsor Krista Pennington

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Site Activity **Account #** 841

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 2,999.40
Sources of revenue:	
Donations / Commissions	2,500.00
Concession Sales	1,000.00
Food / Merchandise Fundraiser	1,000.00
Community Service Projects	500.00
Field Trips	1,000.00
Total resources	$ 8,999.40

USES OF FUNDS:

Uses of Funds:	
Instructional Materials	$ 700.00
Student Incentives	500.00
Fundraiser Expenses	500.00
Subscriptions	100.00
Classroom Supplies	1,000.00
Office Supplies	$500.00
Concession Items	699.00
Food & Merchandise	500.00
Community Service Expenditures	500.00
Repairs & Maintenance	500.00
Furniture & Fixtures	500.00
Professional Development	1,000.00
Field Trip Expenses	1,000.00
Dues, Fees & Registrations	1,000.00
Total budgeted expenditures	$ 8,999.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 0.40

Signature of Teacher/Sponsor Kerra Pennington

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name StuCo **Account #** 842

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 5,729.63
Sources of revenue:	
Donations	500.00
Food / Merchandise Fundraisers	3,000.00
Shirts	400.00
Community Service Projects	500.00
Dance Tickets	3,500.00
Spirit Day Events	2,000.00
Total resources	$ 15,629.63

USES OF FUNDS:

Uses of Funds:	
Food / Merchandise Fundraiser Expenses	$ 2,000.00
Supplies for Meetings, Activities & Events	3,000.00
Student Incentives	1,000.00
Shirts	400.00
Educational / Classroom Materials	4,000.00
Equipment Repair	500.00
OEF Basket	500.00
Community Service Expenditures	500.00
Promotional Supplies	500.00
Decorations	500.00
Total budgeted expenditures	$ 12,900.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 2,729.63

Signature of Teacher/Sponsor

Signature of Principal

Date 5-28-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name FACS **Account #** 844

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 2,117.15
Sources of revenue:	
Food / Merchandise Sales	2,000.00
Dues, Fees & Registrations	2,500.00
Donations	500.00
Food / Mercandise Fundraisers	1,500.00
Total resources	$ 8,617.15

USES OF FUNDS:

Uses of Funds:	
Food Lab / Sewing Lab Expenses	$ 1,500.00
Classroom / Educational Supplies	2,500.00
Upkeep of Equipment	500.00
Cooking Equipment & Disposables	1,000.00
Student Incentives	500.00
Poster Printer / Sewing Supplies	500.00
Maintenance & Repairs	500.00
Fundraiser Expenses	500.00
Dues, Fees & Registrations	200.00
Total budgeted expenditures	$ 7,700.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 917.15

Signature of Teacher/Sponsor Susan Thompson

Signature of Principal

Date 5.20.2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Yearbook **Account #** 845

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 378.05
Sources of revenue:	
Yearbook Sales	3,000.00
Picture Commission	1,750.00
Ad Sales	200.00
Food / Merchandise Fundraisers	200.00
Fees	300.00
Donations	500.00
Total resources	$ 6,328.05

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	$ 200.00
Classroom Supplies	500.00
Yearbooks	4,500.00
Student Incentives	1,000.00
Total budgeted expenditures	$ 6,200.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 128.05

Signature of Teacher/Sponsor

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Art **Account #** 848

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 1,439.89
Sources of revenue:	
Food / Merchandise Fundraisers	500.00
Donations	500.00
Fees / Dues	1,800.00
Field Trip Fees	500.00
Total resources	$ 4,739.89

USES OF FUNDS:

Uses of Funds:	
Classroom Supplies / Educational Materials	$ 2,900.00
Contest Entry	500.00
Fundraiser Expenses	250.00
Field Trip Expenses	500.00
Student Incentives	500.00
Total budgeted expenditures	$ 4,650.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 89.89

Signature of Teacher/Sponsor Abigail Colvins

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Foreign Language **Account #** 849

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 1,545.48
Sources of revenue:	
Food / Merchadise Fundraisers	500.00
Fees / Dues	1,500.00
Fundraisers	1,000.00
Total resources	$ 4,545.48

USES OF FUNDS:

Uses of Funds:	
Classroom Supplies / Educational Materials	$ 1,950.00
Fundraiser Expenses	500.00
Student Incentives	700.00
Deocrations for Events	400.00
Total budgeted expenditures	$ 3,550.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 995.48

Signature of Teacher/Sponsor Amanda Kent

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Robotics **Account #** 851

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 24.62
Sources of revenue:	
Food / Merchandise Fundraiser	200.00
Robotic Fees	750.00
T-Shirts	1,200.00
Total resources	$ 2,174.62

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	$ 100.00
Student Incentives	300.00
T-Shirts	1,200.00
Entry Fees	100.00
Educational Materials	400.00
Total budgeted expenditures	$ 2,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 74.62

Signature of Teacher/Sponsor

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Computer **Account #** 853

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 148.97
Sources of revenue:	
Food / Merchandise Fundraisers	900.00
Donations	200.00
Field Trip Fees	500.00
Dues and Fees	750.00
Total resources	$ 2,498.97

USES OF FUNDS:

Budgeted expenditures:	
Education Materials	$ 500.00
Software for Editing Photo / Coding	500.00
Equipment Repair	500.00
Field Trip Fees	500.00
Fundraiser Expenses	250.00
Student Incentive / Awards	200.00
Total budgeted expenditures	$ 2,450.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 48.97

Signature of Teacher/Sponsor

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name English **Account #** 855

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 114.52
Sources of revenue:	
Food / Merchandise Fundraisers	750.00
Donations	1,000.00
Field Trips	200.00
Total resources	$ 2,064.52

USES OF FUNDS:

Budgeted expenditures:	
Field Trip Expenses	$ 200.00
Fundraiser Expenses	250.00
Classroom / InstructionalSupplies	1,100.00
Student Incentives / Awards	500.00
Total budgeted expenditures	$ 2,050.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 14.52

Signature of Teacher/Sponsor Kim Bragan

Signature of Principal

Date 5-21-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Teacher Welfare **Account #** 856

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 911.25
Sources of revenue:	
Donations	800.00
Vending Machine Commissions	200.00
Teacher's Dues	1,000.00
Total resources	$ 2,911.25

USES OF FUNDS:

Uses of Funds:	
Supplies	$ 1,000.00
Teacher of the Year Expenses	250.00
Teacher Gifts / Awards	500.00
Food & Supplies for Staff Meetings / Faculity Meals / Celebrations	1,000.00
Total budgeted expenditures	$ 2,750.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 161.25

Signature of Teacher/Sponsor Kelly D Walters

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name STEM **Account #** 857

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 258.43
Sources of revenue:	
Dues, fees, registrations, memberships.	3,000.00
Donations	1,000.00
Merchandise sales	1,000.00
Total resources	$ 5,258.43

USES OF FUNDS:

Budgeted expenditures:	
Class Projects/Supplies	$ 1,350.60
Student incentives/Awards	500.00
Fundraiser expenses	300.00
Dues, fees, registrations, memberships.	3,000.00
Total budgeted expenditures	$ 5,150.60
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 107.83

Signature of Teacher/Sponsor Jennifer Farley

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name FCCLA **Account #** 858

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 700.00
Sources of revenue:	
Food / Merchandise Fundraiser	3,000.00
Donations	1,000.00
Dues & Fees	1,300.00
FCCLA Shirts	200.00
Field Trips	200.00
State Convention	300.00
Registration Fees	600.00
Total resources	$ 7,300.00

USES OF FUNDS:

Uses of Funds:	
FCCLA Official Dress / Meeting Dress	$ 200.00
Supplies & Equipment	300.00
Convention Expenses	750.00
FCCLA Shirt Sales	100.00
Fundraiser Expenses	2,000.00
Field Trips	200.00
Community Service Project Expenses	200.00
Student Incentives	200.00
Project / Classroom Supplies / Meeting Supplies	1,000.00
Conference / Workshop Expenses	1,000.00
Total budgeted expenditures	$ 5,950.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,350.00

Signature of Teacher/Sponsor Susan Thompson

Signature of Principal

Date 5-20-2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name PE / Strength & Conditioning **Account #** 859

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 795.00
Sources of revenue:	
Food / Merchandise Fundraisers	500.00
Donations	500.00
Dues and Fees	2,600.00
Total resources	$ 4,395.00

USES OF FUNDS:

Budgeted expenditures:	
Supplies and Equipment	$ 1,800.00
T-shirt and Shorts	2,000.00
Field Trip Fees	300.00
Fundraiser Expenses	200.00
Total budgeted expenditures	$ 4,300.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 95.00

Signature of Teacher/Sponsor

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name STEM **Account #** 860

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 440.78
Sources of revenue:	
STEM Fees	1,000.00
T-Shirts	400.00
Total resources	$ 1,840.78

USES OF FUNDS:

Budgeted expenditures:	
Consumable Materials / Classroom Supplies	1,440.00
T-Shirts	400.00
Total budgeted expenditures	$ 1,840.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 0.78

Signature of Teacher/Sponsor

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name School Activity **Account #** 861

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 10,383.39
Sources of revenue:	
Food/Merchandise Fund Raiser	2,000.00
Donations	1,000.00
Dues/Fees	1,000.00
Commissions	1,000.00
Total resources	$ 15,383.39

USES OF FUNDS:

Budgeted expenditures:	
Student Activities	2,000.00
Office Supplies	1,000.00
Fundraiser Expenses	1,000.00
Classroom Supplies	500.00
Repairs/maintenance	500.00
Professional Development Expenses	500.00
Rewards/Insentives	500.00
Studen Aid	500.00
Dues/Memberships/fees	
Furniture and fixtures	3,000.00
Total budgeted expenditures	$ 9,500.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 5,883.39

Signature of Teacher/Sponsor J. Eric Nantois J. Eric Nantois

Signature of Principal J. Eric Nantois J. Eric Nantois 5/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Yearbook **Account #** 862

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 15.34
Sources of revenue:	
Yearbook Sales	16,875.00
Total resources	$ 16,890.34

USES OF FUNDS:

Budgeted Expenditures	
Yearbook Expenses	16,500.00
Classroom Supplies	300.00
Total budgeted expenditures	$ 16,800.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 90.34

Signature of Teacher/Sponsor Ashley Bracaglia -Ashley Bracaglia

Signature of Principal J. Eric Nantois 5/17/24

J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Seventh Grade Center **Site #** **510**

Account Name Foreign Language/Spanish **Account #** **863**

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$	103.16
Sources of revenue:		
Supply Fee		1,350.00
Donations		500.00
Total resources	$	1,953.16

USES OF FUNDS:

Budgeted expenditures:

Classroom Supplies		1,400.00
Culture Videos		200.00
Day of the Dead Kids		225.00
Cascarones Confetti		100.00
Total budgeted expenditures	$	1,925.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	28.16

Signature of Teacher/Sponsor Eloisa Wilcoxen Eloisa Wilcoxen

Signature of Principal J. ERic Nantois J. Eric Nantois 5/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Student Council **Account #** 864

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 1,465.76
Sources of revenue:	
Spirit Events	100.00
Food/Merchandise Sales	1,000.00
Total resources	$ 2,565.76

USES OF FUNDS:

Budgeted expenditures:	
student incentives/awards	400.00
Supplies	200.00
Fundraiser expenses	
Total budgeted expenditures	$ 600.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,965.76

Signature of Teacher/Sponsor Jamie Fleming Jamie L Fleming

Signature of Principal J. Eric Nantois J. Eric Nantois 5/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Science **Account #** 866

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 137.11
Sources of revenue:	
Food Fundraiser (candy, pop, chips, etc..)	1,500.00
Donations	100.00
Spirit Clothing Fundraiser (tshirts, hats, etc..)	500.00
Field Trip Fee	500.00
Total resources	$ 2,737.11

USES OF FUNDS:

Lab Supplies - consumables	$ 500.00
Classroom pet supplies	200.00
Science field trip - undecided	500.00
Fundrasier expenses	500.00
Student incentives - rewards	200.00
Total budgeted expenditures	$ 1,900.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 837.11

Signature of Teacher/Sponsor _____ 5-17-202

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7GC **Site #** 510

Account Name PE **Account #** 868

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 3,278.08
Sources of revenue:	
t-shirts	5,000.00
Total resources	$ 8,278.08

USES OF FUNDS:

Budgeted expenditures:	
t-shirts	$ 2,200.00
gym supplies	3,000.00
Total budgeted expenditures	$ 5,200.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 3,078.08

Signature of Teacher/Sponsor /Bill Coates 5/17/24

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Teacher Appreciation **Account #** 870

Fiscal Year 2024/2025

RESOURCES:

Beginning cash balance	$ 379.14
Sources of revenue:	
District Provides	1,000.00
Total resources	$ 1,379.14

USES OF FUNDS:

Budgeted expenditures:	
Meals, Snacks/Paper Supplies for Teachers	$ 1,300.00
Total budgeted expenditures	$ 1,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 79.14

Signature of Teacher/Sponsor J. Eric Nantois J. Eric Nantois 5/17/24

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Teacher Welfare **Account #** 871

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 24.05
Sources of revenue:	
Vending Commissions	500.00
Teacher Contributions	300.00
Donations	500.00
Total resources	$ 1,324.05

USES OF FUNDS:

Budgeted expenditures:	
Flowers	500.00
Teacher Rewards/Celebrations	300.00
Office Decorations	200.00
OEF Basket	300.00
Lounge Supplies	
Total budgeted expenditures	$ 1,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 24.05

Signature of Teacher/Sponsor J. Eric Nantois J. Eric Nantois 5/17/24

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7gc **Site #** 510

Account Name NJHS **Account #** 872

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 1,383.04
Sources of revenue:	
Dues	1,000.00
tshirt money	1,200.00
Total resources	$ 3,583.04

USES OF FUNDS:

Budgeted expenditures:	
tshirts	$ 1,200.00
service project expenses	400.00
Induction expenses	500.00
NASSP dues	300.00
Meals/Snacks	250.00
Total budgeted expenditures	$ 2,650.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 933.04

Signature of Teacher/Sponsor Stacy Fry/~~Cathy Hill~~ Amanda Davis 5/17/24

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name 7th grade **Site #** 510

Account Name MEDIA CENTER **Account #** 874

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 2,358.88
Sources of revenue:	
Book Fair	1,500.00
Food and Merchandise sales	1,000.00
Donations	500.00
Fundraiser	1,000.00
Lost books	100.00
Total resources	$ 6,458.88

USES OF FUNDS:

Book Fair Teacher Wish List Party			$ 100.00
Student incentives/rewards			1,000.00
Book Repair Supplies			500.00
Food and Merchadise			500.00
Supplies			500.00
Books			1,000.00
Fund raiser expenses			500.00
Total budgeted expenditures			$ 4,100.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 2,358.88

Signature of Teacher/Sponsor Jamie Fleming 5/17/24

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Barnes **Site #** 105

Account Name Activity **Account #** 875

Fiscal Year 2024-25

RESOURCES:

Beginning cash balance	$ 7,645.00
Sources of revenue:	
Commisions	1,500.00
Student Planner	1,200.00
Dues and Fees collected for field trips, projects, parties, clubs	3,000.00
Other donations	2,000.00
Fundraisers-food & merchandise sales, spirit events	10,000.00
Total resources	$ 25,345.00

USES OF FUNDS:

Budgeted expenditures:	
STEM Materials/Supplies for all classrooms	$ 1,500.00
PE/Music/Technology Equipment	1,000.00
Student Planners	1,200.00
Student Actvities, Projects, trips	3,000.00
On campus enhancements: Leadership, site decor, supplies	2,000.00
Instructional Supplies for Classrooms	2,000.00
Hosting Meetings - food, supplies	300.00
Instructional Theme Days: 100's, holidays, field day, Dr. Seuss	1,000.00
Supplies needed for parent/volunteer events	600.00
Assemblies/Guests/Special Events	1,000.00
Office/Testing Supplies	1,500.00
OEF Basket	300.00
Dues, Fees, Subscriptions, Registrations	500.00
Furniture and Fixtures for school spaces	1,000.00
Celebrations/Incentives and Rewards	4,000.00
Fundraiser Expenses	1,000.00
Total budgeted expenditures	$ 21,900.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 3,445.00

Signature of Teacher/Sponsor N. Zarragoza

Signature of Principal N. Zarragoza

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Barnes **Site #** 105

Account Name ALL IN **Account #** 876

Fiscal Year 2024-25

RESOURCES:

Beginning cash balance	$ 1,357.00
Sources of revenue:	
Fundraisers-food & merch sales, spirit events	1,000.00
Other Donations	500.00
Total resources	$ 2,857.00

USES OF FUNDS:

Budgeted expenditures:	
Items for Teachers such as teacher incentives, tshirts & rewards	1,000.00
Items for Campus such as furniture/fixtures	100.00
Items for Students such as rewards/incentives	100.00
Frundraising expenses	100.00
Total budgeted expenditures	$ 1,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,557.00

Signature of Teacher/Sponsor R. Zarragoza

Signature of Principal R. Zarragoza

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Barnes **Site #** 105

Account Name Media Center **Account #** 877

Fiscal Year 2024-25

RESOURCES:

Beginning cash balance	$ 15,970.27
Sources of revenue:	
Fundraisers: book fair, food & merchandise sales, spirit events	10,000.00
Donations	1,000.00
Lost book/materials fees	300.00
Total resources	$ 27,270.27

USES OF FUNDS:

Budgeted expenditures:	
Books	$ 2,000.00
Author Visits, Fees, Expenses	1,000.00
Promotional Supplies	500.00
Food	200.00
Library Furniture and Fixtures	2,000.00
Misc. Library Supplies	1,000.00
Care and Upkeep of Library	250.00
Professional Development	400.00
Fundraiser Expenses	7,500.00
Student Rewards/incentives	300.00
AV equipment	300.00
Volunter Appreciation	300.00
Decoration, instruction theme materials	500.00
Total budgeted expenditures	$ 16,250.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 11,020.27

Signature of Teacher/Sponsor Hannah Brum

Signature of Principal R. Zuraw

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso Public Schools **Site #** 050

Account Name Barnes Tack **Account #** 878

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 27.81
Sources of revenue:	
Total resources	$ 27.81

USES OF FUNDS:

Budgeted expenditures:	
Classroom supplies and materials	27.81
Sponsor Student or Teacher on Field Trip	
Total budgeted expenditures	$ 27.81

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ -

Signature of Teacher/Sponsor

Signature of Principal

Date 04/19/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Art **Account #** 879

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 1,316.87
Sources of revenue:	
Class supply fee	5,000.00
Art sale	500.00
Donations	100.00
Field Trip Fee	500.00
Total resources	$ 7,416.87

USES OF FUNDS:

Budgeted expenditures:	
Art supplies	$ 6,500.00
Field trip	500.00
rewards/incentives	200.00
Total budgeted expenditures	$ 7,200.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 216.87

Signature of Teacher/Sponso Kime/Hussey B. Kime Hussey 5/17/2024

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Barnes **Site #** 105

Account Name Staff Appreciation **Account #** 880

Fiscal Year 2024-25

RESOURCES:

Beginning cash balance	$ 740.00
Sources of revenue:	
District Allotment	260.00
Total resources	$ 1,000.00

USES OF FUNDS:

Budgeted expenditures:	
Food and paper products for staff	1,000.00
Total budgeted expenditures	$ 1,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ -

Signature of Teacher/Sponsor R. Zurndorfer

Signature of Principal R. Zurndorfer

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Barnes **Site #** 105

Account Name Music Activity **Account #** 881

Fiscal Year 2024-25

RESOURCES:

Beginning cash balance	$ 193.14
Sources of revenue:	
Recorders	1,500.00
Honor Choir/Musicians Club Fees	1,000.00
Donations	500.00
Food & Merchandise Sales	1,000.00
Total resources	$ 4,193.14

USES OF FUNDS:

Budgeted expenditures:	
Recorders	$ 1,500.00
Honor Choir/Musicians Club Expenses	1,000.00
Student Incentives and Rewards	383.14
Supplies	1,310.00
Total budgeted expenditures	$ 4,193.14

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ -

Signature of Teacher/Sponsor Sean McKinney

Signature of Principal R. Zwanziger

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Ator Heights **Site #** 110

Account Name Library Activity **Account #** 882

Fiscal Year 24/25

RESOURCES:

Beginning cash balance	$ 2,500.00
Sources of revenue:	
Read-a-Thon	2,500.00
Book Fairs Fundraiser	7,000.00
Lost & Damaged Books	400.00
Donations	1,000.00
Fundraiser (Food & Merchandise sales, ticket sales, spirit events)	2,000.00
Total resources	$ 15,400.00

USES OF FUNDS:

Budgeted expenditures:	
Book Fair Payments	$ 6,000.00
Books for Book Vending Machine	1,500.00
Library Technology: equipment for student self checkout, robots, tonies	500.00
Library Furniture/Displays/Art	300.00
Promotional/Programming Library Supplies	500.00
Student Incentives/awards/celebrations	800.00
Library Makerspace Supplies for STEAM	300.00
Student Learning Materials/Supplies/Subscriptions	500.00
Miscellaneous Library Supplies	200.00
Fundraiser Expenses	1,000.00
Author / Presenters	1,000.00
Total budgeted expenditures	$ 12,600.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 2,800.00

Signature of Teacher/Sponsor

Signature of Principal

Date 04/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Ator Heights Elementary **Site #** 110

Account Name Ator Activity Account **Account #** 883

Fiscal Year 24/25

RESOURCES:

Beginning cash balance	$ 6,626.37
Sources of revenue:	
Commissions	1,000.00
Donations (Parents. Businesses, Teachers)	500.00
Field Trip Fees, Membership Fees, Dues, Competition Fees	2,000.00
Fundraisers (Food & Merchandise sales, ticket sales, spirit events)	6,000.00
Fun Run / 5K Fundrasier	5,000.00
Total resources	$ 21,126.37

USES OF FUNDS:

Budgeted expenditures:	
Student Expenses (entry fees, planners, field trip)	1,000.00
OEF / Donations / Non-Profits	300.00
Instructional (Supplies & Resources)	1,500.00
Student Sensory Activity Materials / STEM	500.00
Repairs & Maintenance	500.00
Furniture/Fixtures	500.00
Printing	250.00
Schoolwide Book Program	1,000.00
Awards & Incentives / Celebrations / Theme Days	2,500.00
School Promotional Supplies	500.00
Student Clubs / Activities / Events	300.00
Schoolwide Reading Materials for Students	1,000.00
Subscriptions	1,500.00
Professional Development	500.00
Hosting Meetings - food, supplies	300.00
Fundraiser Expenses	2,000.00
Technology (headphones, microphones, iPads, bots, VR, Carts, Speakers)	1,000.00
Office Supplies	1,000.00
Field Trip, Membership, Competition Expenses	2,000.00
Total budgeted expenditures	$ 18,150.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 2,976.37

Signature of Teacher/Sponsor

Signature of Principal

Date 04/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Ator Heights Elementary **Site #** 110

Account Name PE Activity **Account #** 884

Fiscal Year 24/25

RESOURCES:

Beginning cash balance	$ 1,594.70
Sources of revenue:	
Donations	3,500.00
Fundraiser (Food & Merchandise sales, ticket sales, spirit events)	3,000.00
Total resources	$ 8,094.70

USES OF FUNDS:

Budgeted expenditures:

PE Equipment (Indoor / Outdoor)	$ 3,000.00
PE Technology (electronics, software)	2,000.00
Student rewards/incentives	1,000.00
Total budgeted expenditures	$ 6,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 2,094.70

Signature of Teacher/Sponsor

Signature of Principal

Date 04/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Ator **Site #** 110

Account Name Music Activity Account **Account #** 885

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 696.40
Sources of revenue:	
Honor Choir T Shirts / Fees	1,000.00
Fundraisers (Food & Merchandise sales, ticket sales, spirit events)	5,000.00
End of Year Honor Choir Trip	1,000.00
Donations	1,000.00
Dues / Fees / Registrations	1,000.00
Equipment Replacement (Lost or Damaged)	200.00
Recorder Sales	1,400.00
Total resources	$ 11,296.40

USES OF FUNDS:

Budgeted expenditures:	
Curriculum - Books, songs, equipment	$ 2,000.00
Instruments	2,000.00
Props/Costumes/Decorations for musicals and programs	1,400.00
Prizes and Awards/Food	1,000.00
Fundraiser Expenses	500.00
Field Trip dues and expenses	1,000.00
Dues / Fees / Registrations	1,000.00
T-Shirts	1,400.00
Total budgeted expenditures	$ 10,300.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 996.40

Signature of Teacher/Sponsor Brooke Olin

Signature of Principal

Date 04/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Jeff O. Mills Elementary **Site #** 115

Account Name Activity **Account #** 887

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 4,965.01
Sources of revenue:	
Yearbooks/Yearbook Ads	2,000.00
Student Planners	500.00
Donations	2,000.00
Fundraisers (Spirit events,T shirts, recorders, memory books, picture commission)	4,000.00
Fees, Dues, and Registration	2,000.00
Total Resources	$ 15,465.01

USES OF FUNDS:

Budgeted expenditures:	
Educational Supplies, Classroom Projects	5,000.00
General Office Expenses	1,000.00
Rewards, Incentives, Student Recognition	1,500.00
Technology (Headphones)	1,000.00
Student Planners	1,000.00
Fundraiser Expenses	2,400.00
Fees, Dues, Registration, Memberships	500.00
Donations	500.00
Field Trips	2,000.00
Substitute Teachers	500.00
Total budgeted expenditures	$ 15,400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 65.01

Signature of Teacher/Sponsor _____

Signature of Principal _____ 04/18/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Jeff O. Mills Elementary **Site #** 115

Account Name Student Leadership **Account #** 888

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 1,561.50
Sources of revenue:	
Donations	500.00
Fundraisers (Spirit Events, T-Shirts)	1,900.00
Dues Fees Registrations	200.00
Food and Merchandise Sales	500.00
Total resources	$ 4,661.50

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	$ 1,900.00
Community Service Project	1,000.00
Student Incentive and Rewards	500.00
Supplies	500.00
Total budgeted expenditures	$ 3,900.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 761.50

Signature of Teacher/Sponsor _____

Signature of Principal _____ 04/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Jeff O. Mills Elementary **Site #** 115

Account Name Teacher Welfare **Account #** 889

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 4,208.52
Sources of revenue:	
Donations	500.00
Fundraisers (Commissions)	100.00
Spirit Events	200.00
Total resources	$ 5,008.52

USES OF FUNDS:

Budgeted expenditures:	
Teacher meetings, decorations, events, and treats	$ 2,000.00
Lounge Supplies	250.00
Donations	500.00
Flowers	100.00
Fundraiser Expenses	500.00
Total budgeted expenditures	$ 3,350.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,658.52

Signature of Teacher/Sponsor _____

Signature of Principal _____ 04/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Jeff O. Mills Elementary **Site #** 115

Account Name Teacher/Staff Appreciation **Account #** 890

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 1,000.00
Sources of revenue:	
District Funded	1,000.00
Total resources	$ 2,000.00

USES OF FUNDS:

Budgeted expenditures:	
Food, utensils, and/or paper goods for teacher meetings	$ 1,000.00
Total budgeted expenditures	$ 1,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,000.00

Signature of Teacher/Sponsor _____

Signature of Principal _____ 4/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Jeff O. Mills Elementary **Site #** 115

Account Name MILLS LIBRARY **Account #** 891

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	**$ 5,411.65**
Sources of revenue:	
Fundraisers (Book Fairs, food/merch sales, read-a-thon	15,000.00
Donations	200.00
Lost Books	500.00
Total resources	**$ 21,111.65**

USES OF FUNDS:

Budgeted expenditures:	
Educational Resources	$ 4,000.00
Promotional Supplies (bookmarks, posters, etc.)	500.00
Library Supplies (tape, labels, covers, etc)	500.00
Student Rewards/Incentives	500.00
Fundraiser expenses	7,000.00
Library Aides	300.00
Dues, fees, and registrations	300.00
Furniture and Fixtures - flexible seating and tables	2,000.00
Technology (printer ink for office printer)	300.00
Professional Education Services/Gues Speakers	1,500.00
Total budgeted expenditures	**$ 16,900.00**
RESOURCES OVER (UNDER) USES (cannot be less than zero)	**$ 4,211.65**

Signature of Teacher/Sponsor Dana Owen

Signature of Principal 4/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Smith **Site #** 120

Account Name Teacher/Staff Appreciation **Account #** 892

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 976.12
Sources of revenue:	
Yearly allotment (up to)	1,000.00
Donations	10.00
Fundraiser (spirit event, merch sales)	200.00
Total resources	$ 2,186.12

USES OF FUNDS:

Budgeted expenditures:	
Food and paper goods for staff meals	$ 400.00
Total budgeted expenditures	$ 400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,786.12

Signature of Teacher/Sponsor _____

Signature of Principal _____

Revised 6/12/2020

ACTIVITY FUND ACCOUNT BUDGET

School Name Smith **Site #** 120

Account Name Activity **Account #** 893

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 16,000.00
Sources of revenue:	
Commissions	800.00
Spirit Night Fundraiser	833.00
Spirit Events	200.00
Fundraiser Food/Merchandise Sales	1,000.00
Donations	150.00
Dues/Fee's/Competitions/Membership	300.00
Field Trips	1,500.00
Yearbook sales	500.00
Total resources	$ 21,283.00

USES OF FUNDS:

Budgeted expenditures:	
Music Supplies	$ 300.00
Landscaping	200.00
Office Supplies	2,500.00
Fundraiser Expenses	1,200.00
Student Rewards	800.00
Classroo Supplies and Activities	500.00
Subscriptions/Memberships	600.00
Repairs/Maintenance	500.00
Dues and Fee's	500.00
CLUB-Community service, supplies, competition fees	500.00
Communication/Printing/Binding	1,000.00
Reimbursements	100.00
Student/Staff Travel	500.00
STEM Supplies	1,000.00
Yearbook	600.00
Field Trip Expenses	200.00
Donations	200.00
PD & Subs	200.00
Student rewards/Incentives	200.00
Total budgeted expenditures	$ 9,700.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 11,583.00

Signature of Teacher/Sponsor _____

Signature of Principal _____

ACTIVITY FUND ACCOUNT BUDGET

School Name Hayward Smith Elementary **Site #** 120

Account Name Smith Library Activity Account **Account #** 894

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 11,983.71
Sources of revenue:	
Donations	100.00
Book Fair	6,927.09
Merchandise, Food Sales	2,000.00
Lost books	100.00
Total resources	$ 21,110.80

USES OF FUNDS:

Budgeted expenditures:	
Book Fair Expense	$ 6,927.09
(REWARDS) teachers, aides, book fairs, fundraisers, reading challenges	400.00
Supplies/STEAM	300.00
Conference/Workshop	300.00
Subscriptions	200.00
Book Vending Machine	6,000.00
Fundraiser Expenses	200.00
Author Visit	2,000.00
Book, Ebooks, Supplies	500.00
Total budgeted expenditures	$ 16,827.09

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 4,283.71

Signature of Teacher/Sponsor Rachel Ciancio

Signature of Principal

Date 04/25/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Hayward Smith Elementary **Site #** 120

Account Name Teacher's Welfare **Account #** 897

Fiscal Year 24-25

RESOURCES:

Beginning cash balance	$ 1,000.00
Sources of revenue:	
Pepsi/Imperial Snack Commissions	100.00
Fundraiser (spirit event, merchandise sales)	400.00
OEF Basket Fundraiser	300.00
Donations	50.00
Total resources	$ 1,850.00

USES OF FUNDS:

Budgeted expenditures:	
Lounge supplies, food, teacher incentives, appreciation, celebration, rewards	$ 500.00
OEF Basket	$300.00
Total budgeted expenditures	$ 800.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,050.00

Signature of Teacher/Sponsor _____

Signature of Principal _____

Revised 03/31/22

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name Activity **Account #** 898

Fiscal Year 2024 (2023-2024)

RESOURCES:

Beginning cash balance	$ 19,498.81
Sources of revenue:	
Fall & Spring Pictures	3,700.00
Yearbook Sales	1,500.00
Donations (PTO, Gen. Mills Boxtops, Williams Center, Coca-Cola, etc.)	4,500.00
Fundraisers (food and merchandise sales, spirit events, restaurant commissions)	2,500.00
T-Shirt Sales	300.00
Field Trip Collections	2,500.00
Total resources	$ 34,498.81

USES OF FUNDS:

Budgeted expenditures:	
Office Supplies, Warranties, Postage	$ 800.00
Teacher Supplies, Conference Materials, Necessities, Variety of Paper	1,300.00
Furniture & Fixtures	800.00
Building & Grounds Upkeep	500.00
Playground Upkeep and Equipment	5,000.00
Dues, Fees, Memberships, Subscriptions, registrations	1,000.00
Substitute Pay for Teacher Conferences	1,000.00
Reward Incentives for Students	1,000.00
Instructional Supplies, Books, Software, Online Programs	1,000.00
Student Activities, Red Ribbon Week Supplies	800.00
Student Supplies	700.00
Field Trip Expenses	2,500.00
T-shirts	300.00
Yearbooks	1,500.00
Technology Supplies (Wireless mice, Headphones, etc)	1,500.00
Repair and Maintenance Services	500.00
Fundraiser Expenses	200.00
Teacher Professional Learning Resources	1,000.00
Total budgeted expenditures	$ 21,400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 13,098.81

Signature of Teacher/Sponsor Sarah Vann Sarah Vann

Signature of Principal Sarah Vann

Revised 4/11/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name Teacher Welfare **Account #** 899

Fiscal Year 2025 (2024-2025)

RESOURCES:

Beginning cash balance	$ 741.35
Sources of revenue:	
Commissions	100.00
Donations	300.00
OEF Fundraiser	600.00
Total resources	$ 1,741.35

USES OF FUNDS:

Budgeted expenditures:	
Rewards, Incentives for Faculty	$ 100.00
Faculty Celebrations, Bereavement	150.00
TOY Expenses	300.00
Volunteer Luncheon	250.00
OEF Basket	600.00
Total budgeted expenditures	$ 1,400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 341.35

Signature of Teacher/Sponsor Sarah Vann Sarah Vann

Signature of Principal Sarah Vann

Revised 4/10/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name Teacher/Staff Appreciation Events **Account #** 900

Fiscal Year 2025 (2024-2025)

RESOURCES:

Beginning cash balance	$ 837.14
Sources of revenue:	
Allotment	1,000.00
Total resources	$ 1,837.14

USES OF FUNDS:

Budgeted expenditures:	
Food	$ 800.00
Paper goods for serving	400.00
Total budgeted expenditures	$ 1,200.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 637.14

Signature of Teacher/Sponsor Sarah Vann Sarah Vann

Signature of Principal Sarah Vann

Revised 4/10/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name Library **Account #** 901

Fiscal Year 2025 (2024-2025)

RESOURCES:

Beginning cash balance	$	10,061.24
Sources of revenue:		
Bookfairs		16,000.00
Read-a-thon		10,000.00
Lost/damaged books		300.00
Donations		500.00
Total resources	$	36,361.24

USES OF FUNDS:

Budgeted expenditures:		
Physical book purchases	$	1,500.00
Online audio- and e-books		500.00
Library Media iCenter operations supplies (e.g., labels, book tape)		1,000.00
eSpace (ExtensionSpace) Supplies		1,000.00
Author visits		1,000.00
Bookfair expenses		16,000.00
Student celebrations, awards, and incentives		2,500.00
Fundraising expenses		1,000.00
Total budgeted expenditures	$	24,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	11,861.24

Signature of Teacher/Sponsor Michelle C. Farabough Michelle Farabough

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name P.E. **Account #** 902

Fiscal Year 2025 (2024-2025)

RESOURCES:

Beginning cash balance	$ 948.21
Sources of revenue:	
Donations	700.00
Total resources	$ 1,648.21

USES OF FUNDS:

Budgeted expenditures:	
Instructional Materials	$ 500.00
Gopher Balls	300.00
Awards	100.00
Total budgeted expenditures	$ 900.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 748.21

Signature of Teacher/Sponsor E Sucher

Signature of Principal

Date 4/18/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name Music **Account #** 903

Fiscal Year 2025 (2024-2025)

RESOURCES:

Beginning cash balance	$	439.92
Sources of revenue:		
Merchandise Sales		4,050.00
Dues, fees, memberships, registrations		2,060.00
Donations		400.00
Field trips		500.00
Fundraisers		1,000.00
Total resources	$	8,449.92

USES OF FUNDS:

Budgeted expenditures:		
Fundraiser Expenses	$	2,950.00
Dues, fees, memberships, registrations		2,060.00
Circle the State Music		240.00
Field Trips		500.00
Music Supplies		300.00
Student Incentives		500.00
Hodson Harmonic expenses and supplies.		1,000.00
Total budgeted expenditures	$	7,550.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	899.92

Signature of Teacher/Sponsor Rebecca Shackelford Rebecca Shackelford

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name Northeast **Site #** 135

Account Name Teacher/Staff Appreciation - Food Fund **Account #** 904

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 245.45
Sources of revenue:	
Pepsi Allotment from district	1,000.00
Total resources	$ 1,245.45

USES OF FUNDS:

Budgeted expenditures:	
Food/beverage for staff	$ 800.00
Paper good for serving	200.00
Teacher Appreciation Week Food/Meals	200.00
Total budgeted expenditures	
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,200.00

Signature of Teacher/Sponso Michelle Million

Signature of Principal *Michelle Million*

Revised

ACTIVITY FUND ACCOUNT BUDGET

School Name Northeast **Site #** 135

Account Name Activity **Account #** 905

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 21,750.73
Sources of revenue:	
Commissions: picture/yearbooks sales	5,000.00
Donations	100.00
Commission: vending	200.00
Dues, fees, memberships, subscriptions	3,000.00
Fundrasing: food, merchandise, school dance, auction, penny wars, spirit sales, etc	2,000.00
Total resources	$ 32,050.73

USES OF FUNDS:

Budgeted expenditures:	
Instructional: supplies/resources	$ 4,000.00
Fees: field trips, admission, activities	5,000.00
Student tools/resources/supplies	2,500.00
Technology- Robots, coding, headphones, etc.	3,000.00
Student incentives/rewards	3,000.00
Building & Ground Improvements	1,000.00
General Office Supplies	1,000.00
Donations: OEF Basket	400.00
Professional Devleopment	2,000.00
Fundraiser Expenses	500.00
Donations general	1,000.00
Furniture and Fixtures	1,000.00
Repair and Maintenance	1,000.00
Total budgeted expenditures	$ 25,400.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 6,650.73

Signature of Teacher/Sponso Michelle Million

Signature of Principal *Michelle Million*

Revised 4/15/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Northeast **Site #** 135

Account Name Teacher Welfare **Account #** 906

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 97.78
Sources of revenue:	
Commission: vending	200.00
Fundrasing: food, merchandise, school dance, auction, penny wars, spirit sales, etc	1,000.00
Total resources	$ 1,297.78

USES OF FUNDS:

Budgeted expenditures:	
Staff Food/beverage	$ 200.00
Staff Appreciation Items	500.00
Lounge Supplies	200.00
Total budgeted expenditures	$ 900.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 397.78

Signature of Teacher/Sponso Michelle Million

Signature of Principal *Michelle Million* Revised

ACTIVITY FUND ACCOUNT BUDGET

School Name	Northeast Elementary	Site #	135
Account Name	Northeast Library Activity Fund	Account #	907
Fiscal Year	2024/2025		

RESOURCES

Beginning Cash Balance	20,866.95
Sources of Revenue:	
Fundraiser - Read-a-thon	18,000.00
Book Fairs (profit 25% cash or 50% product)	25,000.00
Donations	700.00
Lost Books	200.00
Total Resources	64,766.95

USES OF FUNDS

Budgeted Expenditures:	
Books	1,000.00
Fundraiser - Prizes	2,000.00
Book Fair Payments/Products	20,000.00
Student Incentives/Rewards	4,000.00
Library Supplies	5,000.00
Furniture	3,000.00
Field Trips	5,000.00
Online Resources (subscriptions)	1,000.00
Technology/STEAM Materials - 3D printer materials etc.	2,000.00
BizTown $30 Per Kid -5th Grade	3,000.00
Margaret Clauder - Mother Goose	1,025.00
Tulsa Zoo - Mult Grade Levels	600.00
Musical at Tulsa PAC	1,000.00
Outdoor Instructional Space Remodel	20,000.00
Music - Stage props	500.00
Music - Show music and Circle the State	300.00
Total Budgeted Expenditures	69,425.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	16,208.90

Amanda Sordo
Signature of Teacher/Sponsor

Michelle Million
Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name Bailey Elementary **Site #** 130

Account Name Site - Main **Account #** 911

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 9,106.01
Sources of revenue:	
Fundraisers: picture/yearbooks sales, snack/food sales, product sales, coin drives	4,000.00
Donations	1,000.00
Dues, Fees, Memerships, Registrations	2,000.00
Product Sales: shirts, instruments, materials	1,000.00
Spirit Night Commisions	1,000.00
Total resources	$ 17,106.01

USES OF FUNDS:

Budgeted expenditures:	
Instructional: supplies/resources	$ 2,000.00
Dues, Fees, Memberships, Registrations, Subscriptions	2,000.00
Fundraiser Expenses	750.00
Student Items: Shirts/resources/supplies/equipment	2,000.00
Technology: headphones, microphones, bots, VR, carts, speakers and software subscriptions	2,000.00
Furniture and Fixtures	2,000.00
Maintenance and Repairs	1,000.00
Student incentives/rewards	2,000.00
Professional Development	1,000.00
Donations - OEF, non-profits	300.00
Field Trips	$ 1,000.00
Total budgeted expenditures	$ 16,050.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,056.01

Signature of Teacher/Sponsor Lacy Hall

Signature of Principal Lacy Hall

Revised 4/18/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Bailey Elementary **Site #** 130

Account Name Teacher Welfare **Account #** 912

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$	190.56
Sources of revenue:		
Fundraisers: coin drives, teacher nights, product sales (specific to staff)		200.00
Donations		200.00
Total resources	$	590.56

USES OF FUNDS:

Budgeted expenditures:		
Staff Appreciation Items		150.00
Lounge Supplies		100.00
Staff Meals/Celebrations		150.00
Total budgeted expenditures	$	400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	190.56

Signature of Teacher/Sponsor Lacy Hall

Signature of Principal Lacy Hall

Revised 4/18/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Bailey Elementary **Site #** 130

Account Name Library **Account #** 914

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 7,120.83
Sources of revenue:	
Fundraisers: Bookfairs, food/merchandise sales	15,000.00
Donations	2,000.00
Fees: Lost or Damaged Books	400.00
Total resources	$ 24,520.83

USES OF FUNDS:

Books	$ 4,000.00
Bookfair payments	9,000.00
Fundraiser Expenses	1,000.00
Student incentives	1,000.00
Library Office supplies	200.00
STEM/STEAM materials	1,000.00
Furniture and fixtures	1,000.00
Technology devices/accessories: Ipads, VR headsets, headphones, cases, charge carts	1,500.00
Guest Speakers/Authors	$ 2,000.00
Total budgeted expenditures	$ 20,700.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 3,820.83

Signature of Teacher/Sponsor Amy Hodges

Signature of Principal

Revised 4/18/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Bailey Elementary **Site #** 130

Account Name Teacher/Staff Appreciation - Food Fund **Account #** 915

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	
Sources of revenue:	
Allocation from district	1,000.00
Total resources	$ 1,000.00

USES OF FUNDS:

Budgeted expenditures:	1,000.00
Food/beverage for staff	$ 800.00
Paper goods for serving	200.00
Total budgeted expenditures	$ 1,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ -

Signature of Teacher/Sponsor Lacy Hall

Signature of Principal

Revised 4/18/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Library **Account #** 924

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 3,379.37
Sources of revenue:	
Scholastic Book Fair	3,000.00
Food / Merchandise Fundraisers	700.00
Fines / Fees	100.00
Lost Books	100.00
Cummunity Service Projects	500.00
Donations	400.00
Total resources	$ 8,179.37

USES OF FUNDS:

Uses of Funds:	
Book Fair Expenses	3,000.00
Promotional Supplies	300.00
Classroom Supplies	1,000.00
Maintenance & Repair	500.00
Junior Library Guild	400.00
Fundraiser Expenses	500.00
Community Service Expenses	500.00
Total budgeted expenditures	$ 6,200.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,979.37

Signature of Teacher/Sponsor

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name NJHS **Account #** 926

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 2,594.52
Sources of revenue:	
Food / Merchandise Fundraisers	1,000.00
Donations	200.00
Dues, Fees & Registrations	300.00
T-Shirt Fundraiser	500.00
Spirit Events	1,500.00
Total resources	$ 6,094.52

USES OF FUNDS:

Budgeted expenditures:	
Dues, Fees & Registrations	$ 300.00
Fundraisers	500.00
Supplies	500.00
T-Shirts	500.00
Student Incentives	400.00
Fieldtrip Expenses	200.00
Dry Cleaning - Banner	100.00
New Banner	100.00
Induction Supplies	300.00
Community Service Projects	1,000.00
Donations to Non-Profit	1,500.00
Total budgeted expenditures	$ 5,400.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 694.52

Signature of Teacher/Sponsor

Signature of Principal

Date 5-22-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade Center **Site #** 610

Account Name Science **Account #** 927

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 407.23
Sources of revenue:	
Food / Merchandise Fundraisers	600.00
Donations	3,000.00
Commissions	500.00
Total resources	$ 4,507.23

USES OF FUNDS:

Budgeted expenditures:	
Fundraisers	$ 300.00
Classroom Supplies	1,200.00
Lab Equipment	1,500.00
Comsumables	1,000.00
Student Incentives / Awards	500.00
Total budgeted expenditures	$ 4,500.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 7.23

Signature of Teacher/Sponsor

Signature of Principal

Date 5.20.24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso Public Schools **Site #** 050

Account Name Special Education **Account #** 929

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 223,758.64
Sources of revenue:	
Total resources	$ 223,758.64

USES OF FUNDS:

Budgeted expenditures:	
Transition Team Activities	1,722.87
Supplies and Materials	54,140.80
Professional Development - Workshops and Trainings	15,000.00
Adaptive Equipment and Materials	25,000.00
Curriculum	50,000.00
General Office Expenses	3,500.00
Technology - iPads, Laptops, etc.	10,000.00
Adult Transition Program: Appliances, fixtures, furniture	62,500.00
Laundry, cleaning, diswashing, household supplies including	
pots, pans, dishes, silverware, etc.	
Food for Cooking Units	
Professional Services including gas, electrical, and plumbing	
Snacks, rewards, and incentives for students	
Refreshments for Team meetings including food and paper goods	1,894.97
Total budgeted expenditures	$ 223,758.64

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ -

Signature of Teacher/Sponsor Charlene Duncan

Signature of Principal _____

Date 04/19/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Ator Heights Elementary **Site #** 110

Account Name Staff Appreciation **Account #** 930

Fiscal Year 24/25

RESOURCES:

Beginning cash balance	$ 800.00
Sources of revenue:	
District Allotment	1,000.00
Donations	500.00
Total resources	$ 2,300.00

USES OF FUNDS:

Budgeted expenditures:

Food and paper products for Staff Appreciation / Celebrations	1,500.00
Total budgeted expenditures	$ 1,500.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 800.00

Signature of Teacher/Sponsor

Signature of Principal

Date 04/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso Public Schools **Site #** 050

Account Name District Wide Special Olympics **Account #** 932

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 77,508.95
Sources of revenue:	
Donations	15,000.00
Total resources	$ 92,508.95

USES OF FUNDS:

Budgeted expenditures:	
Special Olympics - Competition-Dues, fees, housing & lodging	30,000.00
Competition clothing for students and coaches	16,069.48
Food	7,500.00
Supplies	12,499.30
Equipment	24,140.17
Technology: Create a Domain	300.00
Technology: Hardware, software, and all other technology related supplies	2,000.00
Total budgeted expenditures	$ 92,508.95

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ -

Signature of Teacher/Sponsor Charlene Duncan

Signature of Principal _____

Date 04/19/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Ram Academy **Site #** 715

Account Name Activity **Account #** 933

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 6,233.78
Sources of revenue:	
Vending commissions	800.00
Donations	2,000.00
Food/merchandise sales	2,000.00
Total resources	$ 11,033.78

USES OF FUNDS:

Budgeted expenditures:	
Field trips	$ 500.00
Office supplies/decorations	300.00
Flowers and balloons	200.00
Food	1,000.00
Rentals	200.00
Graduation supplies	500.00
Books	100.00
Classroom, hall, lobby supplies	2,000.00
Student festivities	1,000.00
Student incentives and awards	1,000.00
Donations	200.00
Student school spirit apparel	500.00
Student welfare items	500.00
Student lounge equipment	500.00
Fundraisers	500.00
Professional Development	1,000.00
Student Scholarship Fund	500.00
Total budgeted expenditures	$ 10,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 533.78

Signature of Teacher/Sponsor

Signature of Principal

Date 6/5/24

ACTIVITY FUND ACCOUNT BUDGET

School Name District Services **Site #** 050

Account Name Staff Appreciation **Account #** 938

Fiscal Year 2025

RESOURCES:

Beginning cash balance	$ 1,634.72
Sources of revenue:	
Allotment	3,000.00
Donations	100.00
Total resources	$ 4,734.72

USES OF FUNDS:

Budgeted expenditures:	
Food and paper goods for staff	$ 3,000.00
Total budgeted expenditures	$ 3,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,734.72

Signature of Teacher/Sponsor _____

Signature of Principal Kevin Kleem

Date 4-30-24

Revised 4/30/24

ACTIVITY FUND ACCOUNT BUDGET

24-25

School Name OWASSO ATHLETIC DEPARTMENT **Site #** 715

Account Name ATHLETIC ACTIVITY FUND **Account #** 941

Fiscal Year 2024-2025 **Page #** 1

RESOURCES:

Beginning cash balance	**$0.00**
Sources of revenue:	
COMMISSION: MARKETING/BRANDING REVENUE	**$2,000.00**
CONCESSION CONTRACTS	**$6,400.00**
DONATIONS/CONTRIBUTIONS	**$150,000.00**
ENTRY FEES: TOURNAMENTS, CAMPS, COMPETITION MEETS	**$60,000.00**
FUNDRAISERS: FOOD, MERCHANDISE AND CALLS	**$5,000.00**
ATHLETIC PASSES: STUDENT, ADULT, LIFETIME	**$13,000.00**
GATE: TICKETS, PARKING, RAM ROOM, CANE SEATS/PLAYOFF	**$375,000.00**
OSSAA TRAVEL REIMBURSEMENT	**$10,000.00**
SPONSORSHIPS: SIGNAGE/ADVERTISING	**$30,000.00**
PHYSICALS	**$9,000.00**
PLAYOFF TRASH P/U - BAND	**$500.00**
RAM GEAR & SPORT PICTURES SOLD TO STUDENTS/PARENTS	**$10,000.00**
SCHOLARSHIP DONATIONS	**$2,700.00**
START UP CASH FOR SPORTING EVENTS	**$5,400.00**
Total resources	**$679,000.00**

Signature of Teacher/Sponsor

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

24-25

School Name **OWASSO ATHLETIC DEPARTMENT** **Site #** **715**

Account Name **ATHLETIC ACTIVITY FUND** **Account #** **941**

Fiscal Year **2024-2025** **Page #** **2**

USES OF FUNDS:

Budgeted expenditures:

AWARDS: MEDALS, PLAQUES, RINGS, GIFTS,	**$60,000.00**
TEAM MEALS, HOF, BANQUETS, STUDENT KEPT GEAR	
DUES & FEES FOR ATHLETIC EVENTS & MEMERSHIPS	**$30,000.00**
TO ATHLETIC ORGANIZATIONS, OCA 2024-2025	
PROFESSIONAL DEVELOPMENT: REGISTRATION/TRAVEL FOR COACHES CLINICS/CONVENTIONS	**$10,000.00**
SECURITY FOR ALL SPORTS	**$55,000.00**
EVENT WORKERS FOR ALL EVENTS/SPORTS	**$40,000.00**
HOSPITALITY FOR ALL SPORTING & ATHLETIC DEPT. EVENTS, AWARDS/GEAR FOR COACHES	**$45,000.00**
GROUND/BUILDING REPAIRS & MAINTENANCE	**$10,000.00**
SERVICES: EMBROIDERY/PRINT/ELECTRIAL/TECHNICAL	**$7,000.00**
PHOTOGRAPY	**$2,000.00**
PROGRAM ADS: STATE, ALL STATE	**$3,000.00**
EQUIPMENT FOR ALL ATHLETIC SPORTS	**$50,000.00**
OFFICE, INK, LOCKER ROOM, CLEANING, KITCHEN SUPPLIES &EQUIPMENT. OFFICE TROPHIES/PLAQUES	**$10,000.00**
Total budgeted expenditures page 2 of 4	**$322,000.00**

Signature of Teacher/Sponsor Ross Snodgrass

Signature of Principal Bob Doffin

ACTIVITY FUND ACCOUNT BUDGET

School Name **OWASSO ATHLETIC DEPARTMENT** **Site #** **715**

Account Name **ATHLETIC ACTIVITY FUND** **Account #** **941**

Fiscal Year **2024-2025** **Page #** **3**

USES OF FUNDS:

Budgeted expenditures: Carryover from page 2	**$322,000.00**
TECHNOLOGY: RADIOS, IPADS/EQUIPMENT, OTHER DEVICES TO ASSIST SPORTS	**$10,000.00**
FLAGS FOR INDIVIDUAL SPORTS	**$1,000.00**
FUNDRAISER EXPENSES	**$1,000.00**
RENTAL: EQUIPMENT/FACILITY LOCATION USAGE	**$7,000.00**
SAFETY/MEDICAL/RECOVERY SUPPLIES FOR ALL SPORTS	**$25,000.00**
OFFICIALS FOR ALL SPORTS	**$65,000.00**
OUTFIELD SIGNAGE: COST OF PRODUCT	**$5,000.00**
PLAYOFF GATES: OSSAA/FVC MONEY	**$10,000.00**
SCHOLARSHIPS GIVEN TO STUDENTS & FOLDS OF HONOR	**$7,700.00**
START UP CASH FOR SPORTING EVENTS	**$5,400.00**
SUBSCRIPTIONS: ARBITERPAY, VERIZON	**$7,500.00**
STUDENT TRAVEL FOR OUT OF TOWN GAMES: MEALS, HOTELS, TRANSPORTATION COST, PRACTICE ROUNDS AND COACHES MEALS	**$25,000.00**
Total budgeted expenditures page 3 of 4	**$491,600.00**

Signature of Teacher/Sponsor Lori Snodgrass

Signature of Principal B. L. Duffel

ACTIVITY FUND ACCOUNT BUDGET

School Name OWASSO ATHLETIC DEPARTMENT **Site #** 715

Account Name ATHLETIC ACTIVITY FUND **Account #** 941

Fiscal Year 2024-2025 **Page #** 4

USES OF FUNDS:

Budgeted expenditures: Carryover from page 3	**$491,600.00**
UNIFORMS/PROTECTIVE GEAR	**$175,000.00**
FOOTBALL EVENTS: TRASH PICK UP AND PARKING LOT ATTENDANTS	**$9,000.00**
CHARTER BUSSES	**$2,000.00**
PROFESSIONAL DEVELOPMENT: COACHING MATERIALS & SUBSTITUTE COSTS	**$1,000.00**
Total budgeted expenditures	**$678,600.00**
RESOURCES OVER (UNDER) USES (cannot be less than zero)	**$400.00**

Signature of Teacher/Sponsor

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name OWASSO ATHLETIC DEPARTMENT **Site #** 715

Account Name RAM PARTNERS 942

Fiscal Year 2024-2025 **Page #** 1

RESOURCES:

Beginning cash balance	$0.00
Sources of Revenue:	
ADVERTISING SPONSORSHIPS	$175,000.00
PROGRAM INCOME	$1,600.00
SENIOR ADS	$2,500.00
DONATIONS	$5,000.00
RAM LOGO ITEMS SOLD	$500.00
Total resources	$184,600.00

USES OF FUNDS:

Budgeted expenditures:	
ATHLETIC FIXTURES: SIGNS, FACILITY EQUIPMENT/UPDATES	$35,000.00
STIPENDS FOR CONTRACTED NUTRITION AND STRENGTH & CONDITIONING SERVICES	$17,000.00
EQUIPMENT FOR ALL ATHLETIC SPORTS	$20,000.00
REPAIR/MAINTENANCE FOR ATHLETIC FACILITIES/FIXURES & GROUNDS	$25,000.00
MARKETING - RADIO	$17,700.00
RADIO TALENT	$7,000.00
ATHLETIC SUBSCRIPTIONS	$2,000.00
TRANSPORTATION PAYROLL	$12,000.00
ATHLETE/STAFF LOGO ITEMS	$1,000.00
PROGRAM COST	$5,000.00
CHOREOGRAPHY FOR SPORTS	$2,500.00
FLAGS	$2,800.00
SPONSOR: RECOGNITION GIFT	$2,000.00
SAFETY/SECURITY FOR ATHLETES	$5,000.00
PROFESSIONAL EDUCATION SERVICES	$3,000.00
CHAMPIONSHIP AWARDS/SENIOR PLAQUES	$12,000.00
ATHLETE/COACHES UNIFORMS	$10,000.00
SUPERVISION TRAVEL COSTS	$5,000.00
Total budgeted expenditures	$184,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$600.00

Signature of Teacher/Sponsor Lori Snodgrass

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Virtual/Summer School **Account #** 944

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 15, 2024 (May not reflect July 1 balance)	$ 15,900.00
Sources of revenue:	
Tuition, Dues & Fees	15,000.00
Donations	500.00
Total resources	$ 31,400.00

USES OF FUNDS:

Budgeted expenditures:	
Refunds	125.00
Transfer money to general fund to pay teachers	15,000.00
Supplies	100.00
Total budgeted expenditures	$ 15,225.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 16,175.00

Signature of Teacher/Sponsor Matt Little

Signature of Principal Tiffani Cooper

Date 4/17/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Fine Arts **Account #** 946

Fiscal Year 2024-2025

RESOURCES:

Beginning Cash Balance (approximately)	$ 98,431.81
Sources of Revenue:	
Donations	3,000.00
Due & Fees	500.00
Food & Merchandise Sales	1,000.00
Musical Ticket Sales	25,000.00
PAC Rentals	50,000.00
Summer Day Camp Tuition	3,000.00
Trips	300,000.00
TOTAL RESOURCES	$ 480,931.81

USES OF FUNDS:

Budgeted Expenditures:	
Crew/Staff Apparel	2,000.00
Custodians (for Rentals)	1,500.00
Dues & Fees	500.00
Equipment Rental	1,000.00
Fine Arts Student Programs	3,500.00
Florist Expense	200.00
Fundraiser Expenses	600.00
Meals/Refreshments (Staff/Student-Meetings/Productions)	1,000.00
Office/Printer Supplies	1,000.00
Operating Supplies (Gaff Tape/Lights/Batteries)	1,000.00
Professional Development Expenses for Fine Arts Teachers	10,400.00
Security (for Rentals)	3,000.00
Summer Day Camp Expenses	3,000.00
Technicians (for Rentals)	5,000.00
Technology Upgrades (Software/Hardware/Audio/Visual)	3,000.00
Travel Reimbursement	3,000.00
Trips	300,000.00
TOTAL BUDGETED EXPENDITURES	$ 339,700.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 141,231.81

Signature of Fine Arts Director _____ 19-Apr-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Plant Operations **Site #** 050

Account Name Plant Operations Welfare **Account #** 947

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 179.58
Sources of revenue:	
Commission	15.04
Total resources	$ 194.62

USES OF FUNDS:

Budgeted expenditures:	
Breakroom Supplies	$ 150.00
Total budgeted expenditures	$ 150.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 44.62

Signature of Teacher/Sponsor _____

Signature of Principal _____

Date 4/4/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Ram Academy **Site #** 715

Account Name Ram Teacher Welfare **Account #** 951

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 4,233.32
Sources of revenue:	
Pepsi Commissions	1,000.00
Donations	1,000.00
Total resources	$ 6,233.32

USES OF FUNDS:

Budgeted expenditures:	
Food and treats for teachers and staff	$ 1,000.00
Cakes/flowers/cards/gifts for various occasions	500.00
Donation	150.00
Teacher/staff apparel	750.00
Holiday decorations and treats	200.00
Lounge supplies	200.00
Lounge decor and furniture	1,000.00
Total budgeted expenditures	$ 3,800.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 2,433.32

Signature of Teacher/Sponsor

Signature of Principal

Date 6/5/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name FACS **Account #** 953

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)		3.797.50
Sources of revenue:		
Lab Fees	$	5,400.00
Fundraisers - Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	5,000.00
Donations	$	200.00
Commissions		
Total resources	$	10,600.00

USES OF FUNDS:

Budgeted expenditures:

Student Classroom Supplies: General, Groceries, Sewing	$	2,000.00
Sewing Patterns	$	-
Various Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	2,800.00
Donations	$	200.00
Utensils/ Kitchen supplies, cleaning and equipment	$	1,000.00
Efoodhanders		
Student incentives and awards	$	200.00
Food for Labs	$	2,880.00
Total budgeted expenditures	$	9,080.00

*The totals of expenditures & revenue on both pages match.

RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	1,520.00

Signature of Teacher/Sponsor _____

Signature of Teacher/Sponsor Mrs. Judi Leander — Mrs. Judi Leander

Signature of Teacher/Sponsor Mrs. Tara Hall — Mrs. Tara Hall

Signature of Principal Tiffanie Cox — Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Vocal **Account #** 957

Fiscal Year 2024-2025

RESOURCES:

Beginning Cash Balance (approximately)	$67,155.93
Sources of Revenue:	
All State Hotel Fees	1,210.00
Banquet	2,000.00
Choir Council Activities	250.00
Dance Door and Concessions	5,000.00
Donations	1,000.00
Dues, Fees, Registrations	9,850.00
Food & Merchandise Sales	39,500.00
Owasso Choral Festival	1,000.00
Spirit Events	500.00
Spring Trips	60,000.00
Uniform Replacement	500.00
TOTAL RESOURCES	$164,283.49

USES OF FUNDS:

Budgeted Expenditures:	
All State Expenses	350.00
Banquet	2,000.00
Choir Council Activities	250.00
Concert / Stage Props	500.00
Dance DJ / Concessions	1,500.00
Dry Cleaning	1,000.00
Fundraiser Expenses	23,000.00
HS Honor Choir Fees/Registrations/Hotels	7,560.00
Musicians/Performance Equipment	2,000.00
Office Supplies	400.00
Owasso Choral Festival (Judges, Awards)	500.00
Professional Membership / Professional Development	2,850.00
Sheet Music & Accompaniment Recordings	3,000.00
Show Choir Contest	500.00
Student Awards/Incentives	350.00
Trip Expenses	60,000.00
T-Shirts	3,500.00
Uniform Replacement	500.00
TOTAL BUDGETED EXPENDITURES	$107,660.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$56,623.49

Signature of Teacher/Sponsor _____

Signature of Fine Arts Director _____ 19-Apr-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name STEM **Account #** 960

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 1,410.49
Sources of revenue:	
DONATIONS	100.00
DUES AND FEES	1,500.00
MERCHANDISE/FOOD SALES	2,000.00
FIELD TRIP EXPENSES	500.00
Total resources	$ 5,510.49

USES OF FUNDS:

Budgeted expenditures:	
MERCHANDISE/FOOD EXPENSES	$ 1,600.00
CLASSROOM SUPPLIES	1,500.00
DUES AND FEES	1,500.00
INCENTIVES/REWARDS	200.00
FIELD TRIP EXPENSES	500.00
Total budgeted expenditures	$ 5,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 210.49

Signature of Teacher/Sponsor Angela Hasselbring

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Student Holding Acc **Account #** 962

Fiscal Year 2024-2025

RESOURCES:

Beginning Cash Balance (approximately)	$95,377.51
Sources of Revenue:	
Fundraiser Profits (Art, Band, Drama, Speech/Debate, Vocal)	75,000.00
Total Resources	$170,377.51

USES OF FUNDS:

Budgeted Expenditures:

Fees/Trips (Art, Band, Drama, Speech/Debate, Vocal)	100,000.00
Total Budgeted Expenditures	$ 100,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$70,377.51

Signature of Teacher/Sponsor

Signature of Fine Arts Director 28-May-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Liberty **Account #** 963

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 2,334.13
Sources of revenue:	
Merchandise / Apparel Sales	$ 5,000.00
Fundraisers: Food/Drinks, Merchandise, Spirit Events, Ticket Sales	$ 4,000.00
RCB Bank Donation (Gift of Gratitude)	$ 1,000.00
Donations	$ 500.00
Commissions	
Total resources	$ 12,834.13

USES OF FUNDS:

Budgeted expenditures:	
Flowers	$ 800.00
Food (Veterans Luncheon)	$ 2,000.00
Apparel / Veterans & Committee	$ 2,250.00
Decorations	$ 500.00
Contest Prizes	$ 200.00
Invitations / Program (Printing)	$ 500.00
Debriefing Meeting/food	$ 250.00
Fundraiser Food and Merchandise	$ 1,500.00
Gift of Gratitude	$ 2,000.00
Donations	$ 200.00
Student incentives and awards	$ 100.00
Total budgeted expenditures	$ 10,200.00

*The totals of expenditures & revenue on both pages match.

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 2,634.13

Signature of Teacher/Sponsor Kim Turner Mrs. Kim Tuner

Signature of Principal Tiffani Coy Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Teacher Welfare **Account #** 965

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2024 (May not reflect July 1 balance)	$ 13,582.48
Sources of revenue:	
Teacher Dues	$ 1,100.00
Fundraisers: Food/Drinks and Merchandise	$ 500.00
Pepsi Vending	$ 3,170.00
Imperial Vending	$ 1,100.00
Donations	$ 200.00
Teachers shirts, outer wear	$ 600.00
Total resources	$ 20,252.48

USES OF FUNDS:

Budgeted expenditures:	
Cakes/flower/cards /gifts for various occasions	$ 5,000.00
Fundraiser Food/Drink and Merchandise	$ 200.00
Donations	$ 150.00
Teacher shirts/outwear	$ 600.00
Decorations and treats for various occassions	$ 200.00
Lounge Supplies / utencils, plates, cups, napkins	$ 200.00
Food and treats for teachers and staff appreciation	$ 500.00
Total budgeted expenditures	$ 6,850.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 13,402.48

Signature of Teacher/Sponsor Kresta Bowman Mrs. Kresta Bowman

Signature of Principal Tiffani Coy Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Morrow **Site #** 150

Account Name Activity **Account #** 968

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 10,824.20
Sources of revenue:	
Fundraisers:picture/yearbooks sales, snack/food sales, product sales, spirit days	5,000.00
Fees:Field trips, admission, activities	3,000.00
Parent/family involvement, Family Nights	500.00
Commissions	200.00
Total resources	$ 19,524.20

USES OF FUNDS:

Budgeted expenditures:	
Instructional: supplies/resources	$ 4,800.00
General office supplies	500.00
Fundraiser expenses	1,500.00
Dues and Fees: field trips, admission, activities, clubs, student incentives/rewards	4,000.00
Student tools/resources/supplies	2,600.00
Technology-Robots, coding, circuits, headphones, carts, chromebooks, etc.	2,500.00
Subscriptions, Memberships and Registrations	400.00
Scholarships	500.00
Furniture and Fixtures	1,500.00
Professional Development Expenses	500.00
Lego Club	100.00
Playground Equipment	500.00
Reimbursments	100.00
Total budgeted expenditures	$ 19,500.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 24.20

Signature of Teacher/Sponsor _____

Signature of Principal Tyler Martin

Date 4/8/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Morrow **Site #** 150

Account Name Teacher/Staff Appreciation-Food Fund **Account #** 969

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 808.91
Sources of revenue:	
District Allocation	500.00
Fundraisers: food and merchandise	400.00
Total resources	$ 1,708.91

USES OF FUNDS:

Budgeted expenditures:	
Food/Beverage for staff	$ 1,200.00
Paper goods for serving	250.00
Fundraiser: food and merchandise	280.00
Total budgeted expenditures	$ 1,730.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ (21.09)

Signature of Teacher/Sponsor

Signature of Principal Tyler Martin

Date 4/8/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Ram Academy **Site #** 715

Account Name Teacher/Staff Appreciation **Account #** 970

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 78.22
Sources of revenue:	
District Allotment	300.00
Total resources	$ 378.22

USES OF FUNDS:

Budgeted expenditures:	
Food & paper goods for serving faculty/staff	$ 300.00
Total budgeted expenditures	$ 300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 78.22

Signature of Teacher/Sponsor

Signature of Principal

Date 6/5/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name FCCLA **Account #** 971

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	199.33
Sources of revenue:		
Dues / Fees / Registration	$	5,850.00
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	10,000.00
Donations	$	5,900.00
Banquet	$	1,250.00
Uniforms	$	2,180.00
Hotel / Trips	$	4,500.00
Commissions		
Total resources	$	29,879.33

USES OF FUNDS:

Budgeted expenditures:		
Dues / Registration	$	5,100.00
Various Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	6,600.00
Donations	$	2,000.00
Awards / Scholarship	$	650.00
Project Supplies / Meeting Supplies	$	1,450.00
Banquet	$	550.00
State Convention Expenses	$	5,000.00
Red Jackets / FCCLA Official Clothing	$	940.00
Dry Cleaning Official Jackets	$	900.00
Trips, Parking	$	3,000.00
Hotel	$	1,000.00
Judges	$	250.00
Student incentives and awards	$	200.00
Total budgeted expenditures	$	27,640.00

*The totals of expenditures & revenue on both pages match.

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 2,239.33

Signature of Teacher/Sponsor Mrs. Judi Leander Mrs. Judi Leander

Signature of Teacher/Sponsor Mrs. Tara Hall Mrs. Tara Hall

Signature of Principal Tiffany Cox Revised 4/27/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Morrow **Site #** 150

Account Name Teacher Welfare **Account #** 972

Fiscal Year 24/25

RESOURCES:

Beginning cash balance	$ 3,150.02
Sources of revenue:	
Fundraiser: coin drives, teacher nights, product sales (specific to staff)	200.00
Commissions	200.00
Total resources	$ 3,550.02

USES OF FUNDS:

Budgeted expenditures:	
Teacher celebrations/bereavement	$ 1,800.00
Fundraiser Expenses	500.00
Lounge Supplies	300.00
Donations - OEF Basket, PTO Appreciation, etc.	250.00
Classroom support	700.00
Total budgeted expenditures	$ 3,550.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 0.02

Signature of Teacher/Sponsor _____

Signature of Principal _____

Date 4/8/24

ACTIVITY FUND ACCOUNT BUDGET

School Name	Owasso High School	**Site #**	715
Account Name	Foreign Language Club	**Account #**	973
Fiscal Year	2024-2025		

RESOURCES:

Beginning cash balance as of April 1, 2024 (May not reflect July 1 balance)	$	10,416.70
Sources of revenue:		
SPANISH:		
Spanish Club Dues	$	680.00
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	2,850.00
SC Field Trip	$	1,000.00
Donations	$	100.00
Club Apparel	$	200.00
Commissions		100.00
FRENCH:		
French Club Dues	$	300.00
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	14,000.00
FC Field Trip/France	$	5,000.00
Donations	$	1,000.00
Club Apparel	$	200.00
Commissions		100.00
Total resources	$	35,946.70

USES OF FUNDS:

Budgeted expenditures:		
Spanish:		
Spanish Cooking Days	$	600.00
Spanish Club activities and supplies	$	1,200.00
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	700.00
Donations	$	100.00
Trip fees	$	200.00
Student incentives and awards	$	100.00
Club apparel	$	200.00
French:		
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	10,100.00
Field Trip/Transportation and entry fees	$	1,000.00
French Expenses for France/Sister School Visit / Food / Drinks / Supplies etc.	$	1,500.00
AATF- Membership for Honor Society Charter Fees	$	60.00
Trip / Airfare for France/Sister School Exchange & Deposit	$	6,600.00
Donations	$	500.00
Student incentives and awards	$	100.00
French club activities and supplies	$	1,200.00
Club apparel/Classroom Supplies	$	200.00
Total budgeted expenditures	$	24,360.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	11,586.70

Signature of Teacher/Sponsor		Ms. Ronda Avila
Signature of Teacher/Sponsor		Mrs. Leslie Wright
Signature of Principal		Revised 4/17/2024

ACTIVITY FUND ACCOUNT BUDGET

School Name Morrow **Site #** 150

Account Name Library **Account #** 974

Fiscal Year 24/25

RESOURCES:

Beginning cash balance	$ 10,686.34
Sources of revenue:	
Fundraisers	15,000.00
Book Fair	20,000.00
Lost/Damaged Books	500.00
Donations	200.00
Total resources	$ 46,386.34

USES OF FUNDS:

Budgeted expenditures:	
Books	$ 8,000.00
Book Fair Payments/Products	15,000.00
Conferences and Workshops	500.00
Student Incentives/Rewards	2,000.00
Library Supplies	2,000.00
Supplies for Lessons	2,000.00
Online Resources	500.00
Tech/STEAM	2,000.00
Furniture/Shelving	10,000.00
Guest Speaker/Professional Education Service	2,000.00
Fundraiser Prizes for students	2,300.00
Total budgeted expenditures	$ 46,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 86.34

Signature of Teacher/Sponsor

Signature of Principal

Date 4-17-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name Sixth Grade Student Activity **Account #** 975

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 8,172.05
Sources of revenue:	
DONATIONS	100.00
COMMISSIONS	500.00
MERCHANDISE/FOOD SALES	2,500.00
SPRING PICTURES	2,000.00
DUES AND FEES	1,000.00
SPIRIT DAYS	500.00
Total resources	$ 14,772.05

USES OF FUNDS:

Budgeted expenditures:	
CLASSROOM SUPPLIES	$ 500.00
STUDENT OF THE MONTH	1,000.00
TESTING SUPPLIES	200.00
DONATIONS	1,000.00
PLAYGROUND EQUIPMENT	1,000.00
GENERAL OFFICE SUPPLIES	500.00
STUDENT INCENTIVES	300.00
FURNITURE	200.00
REPAIRS/MAINTENANCE	200.00
NURSE'S CLOSET SUPPLIES	200.00
TEACHER DEVELOPMENT	500.00
FUNDRAISER EXPENSES	1,500.00
STUDENT MATERIALS/SUPPLIES	500.00
DUES AND FEES	1,000.00
Total budgeted expenditures	$ 8,600.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 6,172.05

Signature of Teacher/Sponsor Melissa Brown

Signature of Principal Matt Robert

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name PE **Account #** 976

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 876.98
Sources of revenue:	
MDSE/FOOD SALES	5,000.00
DONATIONS	100.00
COMMISSIONS	1,000.00
DUES AND FEES	1,000.00
Total resources	$ 7,976.98

USES OF FUNDS:

Budgeted expenditures:	
MDSE/FOOD EXPENSES	$ 1,000.00
CLASSROOM EQUIPMENT AND SUPPLIES	2,500.00
REWARDS/INCENTIVES	200.00
DUES AND FEES	1,000.00
Total budgeted expenditures	$ 4,700.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 3,276.98

Signature of Teacher/Sponsor

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name STUCO **Account #** 977

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 5,151.73
Sources of revenue:	
MERCHANDISE/FOOD SALES	5,000.00
DONATIONS	100.00
SPIRIT DAYS, TICKET SALES, EVENTS	2,500.00
DUES AND FEES	1,000.00
Total resources	$ 13,751.73

USES OF FUNDS:

Budgeted expenditures:	
FUNDRAISER EXPENSES	$ 2,000.00
COMMUNITY SERVICE-TEACHER FOOD/GIFTS INCLUDED	1,000.00
RED RIBBON WEEK/KINDNESS DAYS/THEMED DAYS	500.00
STUDENT REWARDS AND INCENTIVES	500.00
END OF YEAR PARTY SUPPLIES/RENTALS	2,000.00
DONATIONS	500.00
DUES AND FEES	1,000.00
SUPPLIES FOR MEETINGS AND ACTIVITIES	500.00
Total budgeted expenditures	$ 8,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 5,751.73

Signature of Teacher/Sponsor SDoddridge

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name YEARBOOK **Account #** 978

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 18,449.14
Sources of revenue:	
YEARBOOK SALES	4,000.00
DONATIONS	100.00
MDSE/FOOD SALES	100.00
DUES AND FEES	1,000.00
Total resources	$ 23,649.14

USES OF FUNDS:

Budgeted expenditures:	
YEARBOOK PAYMENT	$ 2,500.00
CLASSROOM YEARBOOK SUPPLIES	100.00
MDSE/FOOD EXPENSES	200.00
INCENTIVES/REWARDS	100.00
CAMERAS AND EQUIPMENT FOR CLASSROOM	500.00
COMMUNITY SERVICE	500.00
DUES AND FEES	1,000.00
Total budgeted expenditures	$ 4,900.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 18,749.14

Signature of Teacher/Sponsor Tina Adams

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name FOOD FOR TEACHER APPRECIATION **Account #** 980

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ -
Sources of revenue:	
	1,000.00
DONATIONS	100.00
Total resources	$ 1,100.00

USES OF FUNDS:

Budgeted expenditures:	
FOOD FOR TEACHERS	$ 900.00
PAPER GOODS FOR TEACHERS	100.00
Total budgeted expenditures	$ 1,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 100.00

Signature of Teacher/Sponsor Melissa Brown

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name Science **Account #** 982

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 932.41
Sources of revenue:	
MERCHANDISE/FOOD SALES	2,000.00
DONATIONS	100.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total resources	$ 5,032.41

USES OF FUNDS:

Budgeted expenditures:	
MERCHANDISE/FOOD EXPENSES	$ 1,500.00
CLASSROOM SUPPLIES	500.00
DUES AND FEES	100.00
INCENTIVES/REWARDS	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total budgeted expenditures	$ 4,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 932.41

Signature of Teacher/Sponsor Bridget Holmes

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name ART **Account #** 983

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 425.05
Sources of revenue:	
MERCHANDISE/FOOD SALES	2,000.00
DONATIONS	100.00
DUES AND FEES	7,000.00
Total resources	$ 9,525.05

USES OF FUNDS:

Budgeted expenditures:	
MDSE/FOOD/CANDY EXPENSES	$ 1,000.00
LEARNING SUPPLIES FOR CLASSROOM	7,000.00
STUDENT INCENTIVES/REWARDS	100.00
DUES AND FEES	1,000.00
Total budgeted expenditures	$ 9,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 425.05

Signature of Teacher/Sponsor Shary Fau

Signature of Principal Mark Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center

Site # 515

Account Name TEACHER WELFARE

Account # 984

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 3,394.74
Sources of revenue:	
COMMISSIONS	1,000.00
DONATIONS	100.00
DUES AND FEES	250.00
Total resources	$ 4,744.74

USES OF FUNDS:

Budgeted expenditures:	
COMMUNITY SERVICE	$ 100.00
TEACHER RECOGNITION FOOD/SUPPLIES	500.00
DONATIONS	100.00
TEACHER LOUNGE SUPPLIES	100.00
DUES AND FEES	250.00
Total budgeted expenditures	$ 1,050.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 3,694.74

Signature of Teacher/Sponsor Melissa Brown

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name MATH **Account #** 986

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 8.99
Sources of revenue:	
MERCHANDISE/FOOD SALES	500.00
DONATIONS	100.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total resources	$ 2,608.99

USES OF FUNDS:

Budgeted expenditures:	
MDSE/FOOD/CANDY EXPENSES	$ 200.00
LEARNING SUPPLIES/FOOD FOR INSTRUCTION	200.00
INCENTIVES AND REWARDS	200.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total budgeted expenditures	$ 2,600.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 8.99

Signature of Teacher/Sponsor Christy Wendel

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name GEOGRAPHY **Account #** 988

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 2,678.04
Sources of revenue:	
DONATIONS	100.00
MDSE/FOOD SALES	500.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total resources	$ 5,278.04

USES OF FUNDS:

Budgeted expenditures:	
LEARNING SUPPLIES/FOOD FOR INSTRUCTION	$ 700.00
MDSE/FOOD EXPENSES	700.00
STUDENT INCENTIVES/REWARDS	100.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total budgeted expenditures	$ 3,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,778.04

Signature of Teacher/Sponsor [signature]

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name MEDIA CENTER **Account #** 989

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 14,490.19
Sources of revenue:	
DONATIONS	100.00
BOOK FAIRS REVENUES	7,000.00
DUES AND FEES	1,000.00
FOOD/MDSE SALES	500.00
LOST BOOK FEES	200.00
Total resources	$ 23,290.19

USES OF FUNDS:

Budgeted expenditures:	
FUNDRAISER EXPENSES	$ 5,500.00
BOOKS/EBOOKS	1,000.00
CLASSROOM/LIBRARY SUPPLIES	3,000.00
STUDENT INCENTIVES/REWARDS	1,000.00
WEB/ONLINE SUBSCRIPTIONS	400.00
GUEST SPEAKER/AUTHOR VISIT	100.00
DUES AND FEES	1,000.00
MDSE AND FOOD EXPENSES	500.00
BOOK CLUB BOOKS AND SUPPLIES	600.00
BOOK CLUB SNACKS	250.00
Total budgeted expenditures	$ 13,350.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 9,940.19

Signature of Teacher/Sponsor Angela Gonda

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Stone Canyon Elementary **Site #** 145

Account Name Teacher/Staff Appreciation **Account #** 990

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	
Sources of revenue:	
District allotment	1,000.00
Donations	
Total resources	$1,000.00

USES OF FUNDS:

Budgeted expenditures:	
Food and paper goods for serving food	1,000.00
Total budgeted expenditures	$ 1,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero)

Signature of Teacher/Sponsor Gizzi Hodges

Signature of Principal Gizzi Henderson

Date 4.18.24

Revised 4/26/20

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name ESC **Account #** 993

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 1,572.00
Sources of revenue:	
DONATIONS	100.00
FIELD TRIP ADMISSIONS/FEES	500.00
MDSE/FOOD/CANDY SALES	1,500.00
DUES AND FEES	500.00
Total resources	$ 4,172.00

USES OF FUNDS:

Budgeted expenditures:	
LEARNING SUPPLIES/FOOD FOR INSTRUCTION	$ 500.00
FIELD TRIP ADMISSIONS/FEES	500.00
MDSE/FOOD/CANDY SALES	1,000.00
STUDENT REWARDS AND INCENTIVES	100.00
DUES AND FEES	500.00
Total budgeted expenditures	$ 2,600.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,572.00

Signature of Teacher/Sponsor Melissa Brown

Signature of Principal Matt Roberts

Date 4-18-24

ACTIVITY FUND ACCOUNT BUDGET

School Name Stone Canyon **Site #** 145

Account Name Activity **Account #** 994

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	
Sources of revenue:	
Donations	37,000.00
Grade level field trips	6,000.00
Food/merchandise, commisons, spirit events	5,000.00
Picture commission	3,000.00
Yearbook sales	2,000.00
Pepsi commison	400.00
Total resources	$ 53,400.00

USES OF FUNDS:

Budgeted expenditures:	
Instructional supplies	15,000.00
Playground equipment	12,000.00
Student field trips	6,000.00
Profesional Development	5,500.00
Fundraiser expenses	4,000.00
Rewards & Incentives for students	3,000.00
Furniture for classrooms	2,000.00
Donations	2,000.00
Office Supplies	1,000.00
Repairs and maintenance	1,000.00
Printing and binding	500.00
Red Ribbon Week	500.00
Dues, fees & memberships	500.00
Total budgeted expenditures	$ 53,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 400.00

Signature of Teacher/Sponsor George Holderman

Signature of Principal [illegible]

Date 4.18.24

ACTIVITY FUND ACCOUNT BUDGET

School Name Stone Canyon Elementary **Site #** 145

Account Name Teacher Welfare **Account #** 995

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	
Sources of revenue:	
Staff donations	1,800.00
Donations	1,000.00
Vending commissions	500.00
Total resources	$ 3,300.00

USES OF FUNDS:

Budgeted expenditures:	
Donations	1,100.00
Food	$ 700.00
Staff appreciation/celebrations	600.00
Lounge supplies	500.00
Total budgeted expenditures	$ 2,900.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 400.00

Signature of Teacher/Sponsor Gayle Hogsten

Signature of Principal Gayle Hogsten

Date 4.18.24

ACTIVITY FUND ACCOUNT BUDGET

:hool Name	Stone Canyon Elementary	**Site #**	145
ccount Name	Library Activity	**Account #**	997
scal Year	2024 2025		

ESOURCES:

Beginning cash balance	$ 14,000.00
Sources of revenue:	
food and merchadise sales	55,000.00
RAM book club/Donations	4,000.00
lost/damaged books	500.00
field trip fee	1,500.00
Total resources	$75,000.00

SES OF FUNDS:

supplies	$ 2,000.00
fundraiser invoices	$ 40,000.00
field trip	$ 5,000.00
author visit	$ 2,500.00
student rewards/incentives	$ 500.00
book fair expenses	$ 300.00
food/paper products	$ 500.00
shelving	$ 3,500.00
books, ebooks, audiobooks	$ 11,000.00
Total budgeted expenditures	$ 65,300.00
ESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 9,700.00

Signature of Teacher/Spons Laura J. Bayless-Harris

Signature of Principal George Hoggan

Date 4/26/202

Revised 4/26/2017

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso Public Schools **Site #** 050

Account Name Chromebook Ins/Accessories **Account #** 998

Fiscal Year 2024-2025

RESOURCES:

Beginning cash balance	$ 80,000.00
Sources of revenue:	
Chromebook Insurance Fees	40,000.00
Reimbursements for loss/damage	2,000.00
Total resources	$ 122,000.00

USES OF FUNDS:

Budgeted expenditures:	
Purchase of equipment/supplies	$ 120,000.00
Refunds	500.00
Total budgeted expenditures	$ 120,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,500.00

Signature of Teacher/Sponsor Russell Thornton

Signature of Principal

Date 4-1-24

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Band Patrons Club

Organization's address: PO Box 604
Owasso, OK 74055

Organization's federal ID#: 73-1311899

Organization's representative From whom additional Information can be obtained: Jennifer Williams

Applicant's phone# & e-mail: 918-855-1433/owbandpatrons@gmail.com

Statement of purpose and goals:

Our purpose and goals are to encourage and maintain an enthusiastic interest in the various programs of the Owasso Bands. We cooperate and are supportive of the directors of the Owasso Bands in promoting the general activities. We are to support the financial needs as determined by the directors.

Describe your organizational structure and membership requirements:

Our orgaization has an executive board, to which the officers are elected by the members of the Owasso Band Patrons. Membership in the Owasso Band Patrons is open to any adult with a family member in the band program or has an affiliation with the Owasso bands (details in by-laws).

Describe how the District and its students will benefit if the organization is sanctioned:

The Owasso Band Patrons Club, through its fundraising and volunteer opportunities help offset the costs of trips. This helps keep the funds provided through the District to be maintained at an acceptable level and be allocated appropriately. It also helps by providing support to assure safety & efficiency on trips which the band performs.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Band Patrons

Name of Applicant (Organization)

4/4/2024

Date

Jennifer Williams

Signature of Applicant representative

Approval (Board of Education)

Date

Treasurer Report

Owasso Band Patron Meeting
For the period ended March 31, 2024

Prepared by
R. Dwiggins | M. Clifton

Prepared on
April 7, 2024

Table of Contents

Treasurer Notes 3

Patron Mtg:Balance Sheet - Patron 4

Patron Mtg:Profit and Loss - Patrons 5

Treasurer Notes

Balance Sheet

- Cash balance is up ~$24k compared to Feb. See Income / Expense below.

Income

- Carry over Basketball Deposits: $6,855
- Run-to-the-Beat sponsorships ($3.8k) have started as well as early ticket sales for Band Banquet ($11.5k)
- Other Fundraisers (TX Roadhouse, Spring Flowers, Restaurant Nights) added $10,145
- Total Income: $33,030

Expenses

- Concession wrap-up: $1,234
- Winter Guard Merch: $2,890
- Total Expenses: $9,136

Budget Expenses Remaining

- $35,000 Band Banquet
- $30,000 Director Fund
- $5,000 Concession Rent
- $4,100 Run to the Beat
- $6,000 Spring Flowers
- **$80,000 Total**

- $78,970 Current Net Income
- ($80,000) Less: Pending Expenses
- ($1,030) Forecasted Net Income

- $2,006 Budgeted Net Income

Patron Mtg:Balance Sheet - Patron

As of March 31, 2024

			Total
	As of Mar 31, 2024	As of Feb 29, 2024 (PP)	Change
ASSETS			
Current Assets			
Bank Accounts			
10000 FBO - Operating	124,434.82	101,345.29	23,089.53
10500 Petty Cash	475.00	0.00	475.00
10501 Petty Cash - Concessions	3,500.00	3,500.00	0.00
10502 Petty Cash - Merchandise	225.00	225.00	0.00
Total 10500 Petty Cash	**4,200.00**	**3,725.00**	**475.00**
12000 FBO - Raise Right	4,492.88	4,144.33	348.55
Total Bank Accounts	**133,127.70**	**109,214.62**	**23,913.08**
Total Current Assets	**133,127.70**	**109,214.62**	**23,913.08**
TOTAL ASSETS	**$133,127.70**	**$109,214.62**	**$23,913.08**
LIABILITIES AND EQUITY			
Liabilities			
Total Liabilities			**0.00**
Equity			
30000 Opening Balance Equity	46,728.68	46,728.68	0.00
32000 Unrestricted Net Assets	7,409.97	7,409.97	0.00
Net Income	78,989.05	55,075.97	23,913.08
Total Equity	**133,127.70**	**109,214.62**	**23,913.08**
TOTAL LIABILITIES AND EQUITY	**$133,127.70**	**$109,214.62**	**$23,913.08**

Patron Mtg:Profit and Loss - Patrons

March 2024

	Mar 2024	Total Jun 2023 - Mar 2024 (YTD)
INCOME		
40000 Major Fundraising		
40150 Concessions		
40152 Meet the Rams		3,610.00
40153 JV Football		8,845.00
40154 High School Football		
40154.1 Visitors Side		7,402.00
40154.2 Ram Alley		1,286.80
40154.3 Home Side	41.80	78,795.21
Total 40154 High School Football	**41.80**	**87,484.01**
40155 Basketball	6,538.50	23,373.50
40156 All Region	275.00	6,553.00
40158 Fan Food		6,547.84
Total 40150 Concessions	**6,855.30**	**136,413.35**
40200 Merchandise		
40201 General Merchandise		26,997.00
40202 OIMC - Invitational Crew Shirts		915.00
40203 Show Shirts		3,513.00
40205 Drumline (ODL)		4,122.00
40206 Colorguard/Winterguard	327.00	5,458.00
Total 40200 Merchandise	**327.00**	**41,005.00**
40250 Run to the Beat	3,850.00	3,850.00
40300 OIMC - Marching Contest		
40301 Contest Concessions		22,045.02
40302 Band Entry Fees	150.00	1,950.00
40303 Gate Ticket Sales		56,694.07
40304 Programs		260.00
40304.1 Senior Ads		480.00
40304.3 Program Ads- Business		16,185.00
Total 40304 Programs		**16,925.00**
40305 PepWear		2,114.55

	Mar 2024	Total Jun 2023 - Mar 2024 (YTD)
40306 Shout Outs		2,468.61
40307 Fan Favorite		640.21
Total 40300 OIMC - Marching Contest	**150.00**	**102,837.46**
40350 Golf Tournament		15,760.00
40400 Band Banquet		
40410 Band Banquet Tickets	11,588.00	11,588.00
Total 40400 Band Banquet	**11,588.00**	**11,588.00**
Total 40000 Major Fundraising	**22,770.30**	**311,453.81**
41000 Other Fundraising		609.00
41100 Midwest Clinic	500.00	16,758.20
41120 Color Guard Fundraising		503.00
41130 Coffee Fundraiser		6,400.00
41140 Band Trivia Night		2,322.10
41150 Band Raffle		21,030.00
41160 Mazzio Fundraising Cards	240.00	590.00
41170 Texas Roadhouse Rolls	3,410.00	3,410.00
41300 Poinsettias		6,941.00
41500 Fall Flowers		21,650.00
41600 Restaurant Fundraiser	639.72	1,581.45
41700 Raise Right Income	348.55	4,668.53
41800 Spring Flowers	5,007.00	5,007.00
Total 41000 Other Fundraising	**10,145.27**	**91,470.28**
42000 Other Income		
42100 Membership Dues	80.00	4,330.00
42200 Donations	55.00	1,466.65
42210 In Kind Donations		1,500.00
42220 Grants		81.25
42230 Willeta Lamkin Scholarship fund		2,328.00
Total 42200 Donations	**55.00**	**5,375.90**
Total 42000 Other Income	**135.00**	**9,705.90**
Total Income	**33,050.57**	**412,629.99**
GROSS PROFIT	**33,050.57**	**412,629.99**
EXPENSES		
60000 Major Fundraising Expenses		
60150 Concessions Expense		50.17

	Mar 2024	Total Jun 2023 - Mar 2024 (YTD)
60151 Food & Drink Expense	724.22	65,751.63
60152 Repairs, Maint. & Equip.	9.67	324.21
60153 Facility Use Expense		610.00
60154 Fan Food Expense		89.28
60155 Student Account-Concession	500.25	15,239.88
60156 Ram Alley Expense		166.96
Total 60150 Concessions Expense	**1,234.14**	**82,232.13**
60200 Merchandise Expense		
60201 General Merchandise Expense		13,182.00
60202 Invitational Crew Shirt Expense		750.50
60203 Show Shirt Expense		2,708.00
60204 Specialty Items Expense		2,871.68
60206 Drumline Expense (ODL)		2,676.57
60207 Colorguard/Winterguard Expense	2,890.00	3,668.00
Total 60200 Merchandise Expense	**2,890.00**	**25,856.75**
60300 OIMC - Marching Contest Expense		555.00
60301 Contest Concessions Expense		4,943.07
60302 Awards Expense		4,043.73
60303 Communications Expense		402.99
60304 Custodial Expenses		2,412.56
60305 Field Aid Expense		2,408.00
60306 Hospitality Expense		330.23
60307 Parking & Security Expense		3,817.06
60308 Programs Expense		3,425.00
60309 Ticket Gate Expense		382.77
60310 OIMC Judges Expense		11,060.44
60355 Student Account-OIMC		6,040.00
Total 60300 OIMC - Marching Contest Expense		**39,820.85**
60350 Golf Tournament Expense		4,896.41
60351 Golf - Student Account		1,930.00
Total 60350 Golf Tournament Expense		**6,826.41**
60400 Band Banquet Expense	141.23	141.23

	Mar 2024	Total Jun 2023 - Mar 2024 (YTD)
Total 60000 Major Fundraising Expenses	**4,265.37**	**154,877.37**
61000 Other Fundraising Expenses		28.17
61100 Midwest Clinic Expenses	750.00	16,128.80
61110 Band Trivia Night Expenses		140.90
61120 Color Guard fundraising expense		1,049.02
61130 Coffee Fundraiser Expense		2,528.00
61140 Texas Roadhouse Rolls	1,157.75	1,157.75
61150 Band Raffle Expense		1,566.72
61155 Student Account - Band Raffle		18,631.00
Total 61150 Band Raffle Expense		**20,197.72**
61300 Poinsettias Expense		2,981.00
61500 Fall Flowers		12,212.00
61600 Raise Right		
61605 RaiseRight fee		14.00
61620 Raise Right Overdraft Fees		58.00
61655 Student Account - Raise Right	348.55	4,690.31
Total 61600 Raise Right	**348.55**	**4,762.31**
61955 Student Account-Fundraising	1,638.00	14,053.00
Total 61000 Other Fundraising Expenses	**3,894.30**	**75,238.67**
62000 Program Expenses		
62100 Director's Fund		353.21
62150 Student Expense		104.47
62152 Meals & Drinks	170.04	12,158.40
62153 Trip Expense		1,394.30
62155 General Band Expense	144.64	1,771.70
Total 62150 Student Expense	**314.68**	**15,428.87**
62250 Colorguard & Prop Expense		
62250.1 Prop Expense		16,662.06
62250.2 Colorguard Expense		11,342.21
Total 62250 Colorguard & Prop Expense		**28,004.27**
62300 Uniform Expense	108.93	509.15
62350 Truck Expense		16,852.81
62400 Smiley Expense	27.80	39.66

	Mar 2024	Total Jun 2023 - Mar 2024 (YTD)
62450 Scholarships		1,300.00
62500 Senior O Expense		882.69
Total 62000 Program Expenses	451.41	**63,370.66**
63000 Administration Expense		
63100 Legal & Accounting		1,355.75
63200 Office Expense	344.00	4,390.25
63300 General Administration		1,215.51
63400 Credit Card Processing Fees	182.41	4,327.97
63500 Sales Tax		28,864.76
Total 63000 Administration Expense	526.41	**40,154.24**
Total Expenses	9,137.49	**333,640.94**
NET OPERATING INCOME	**23,913.08**	**78,989.05**
NET INCOME	**$23,913.08**	**$78,989.05**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Baseball Booster Club

Organization's address: PO Box 1011
Owasso, OK 74055

Organization's federal ID#: 73-1536560

Organization's representative From whom additional Information can be obtained: Jeffrey Smith

Applicant's phone# & e-mail: 918-857-5470 jsmith@tulsahba.com

Statement of purpose and goals:

To enhance the baseball program at Owasso High School

Describe your organizational structure and membership requirements:

Managed by a volunteer Board of Directors consisting of a President, Vice President, Treasurer, and Secretary.

All families of participants int he baseball program are invited to become member with a membership fee of at least $50.

Describe how the District and its students will benefit if the organization is sanctioned:

The baseball program and it's players are supported by the Owasso Baseball Booster Club and receive access to equipment, apparel, and facility improvements through the club's funding.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Baseball Booster Club

Name of Applicant (Organization)

April 14, 2024

Date

Signature of Applicant representative

Approval (Board of Education)

Date

8:42 AM
04/10/24
Accrual Basis

Owasso Baseball Booster Club Inc.
Profit & Loss Budget vs. Actual
July 2023 through June 2024

	Jul '23 - Jun 24	Budget	$ Over Budget
Ordinary Income/Expense			
Income			
Interest	662.71		
Contributions Gifts Grants			
Membership Dues	7,560.00	4,750.00	2,810.00
Donations - Individ & Business	2,564.91	2,500.00	64.91
Total Contributions Gifts Grants	10,124.91	7,250.00	2,874.91
Program Service Revenue			
100 Inning Income	41,489.21	41,000.00	489.21
Spring Break Trip Player Fee	7,788.96	5,500.00	2,288.96
Banquet Ticket Sales	0.00	2,350.00	-2,350.00
Diamond League Player Fee	0.00	12,100.00	-12,100.00
Total Program Service Revenue	49,278.17	60,950.00	-11,671.83
Gross Income Fundraising Events			
Miscellaneous Income	0.00	500.00	-500.00
Ram Discount Card Sales	27,545.00	25,000.00	2,545.00
Golf Tournament			
Games on course(Cornhole etc)	1,485.00	1,025.00	460.00
50/50 Ticket Sales	1,405.00	675.00	730.00
Silent Auction	3,455.00	4,200.00	-745.00
Player Fees	15,050.00	14,600.00	450.00
Hole Sponsorship	7,400.00	7,000.00	400.00
Total Golf Tournament	28,795.00	27,500.00	1,295.00
Spaghetti Dinner			
Table Sales	4,645.00	4,500.00	145.00
Spaghetti Dinner-Silent Dessert	2,710.00	2,650.00	60.00
Spaghetti Dinner-Live Dessert	3,175.00	2,650.00	525.00
Spaghetti Dinner-Silent Auction	3,625.00	2,000.00	1,625.00
Spaghetti Dinner Raffle Tickets	1,639.00	2,000.00	-361.00
50/50 Ticket Sales	1,223.00	1,200.00	23.00
Total Spaghetti Dinner	17,017.00	15,000.00	2,017.00
Merchandise Sales	11,138.99	7,000.00	4,138.99
Brick Sales	800.00	1,000.00	-200.00
Total Gross Income Fundraising Ev...	85,295.99	76,000.00	9,295.99
Gross Sales of Inventory			
Concession Sales	8,022.02	16,500.00	-8,477.98
Total Gross Sales of Inventory	8,022.02	16,500.00	-8,477.98
Total Income	153,383.80	160,700.00	-7,316.20
Expense			
Direct Expense FundraisingEvent			
Miscellaneous Expense	0.00	500.00	-500.00
Ram Discount Cards Expense	559.86	560.00	-0.14
Golf Tournament Expense	6,556.76	6,600.00	-43.24
Spaghetti Dinner Expense	3,352.39	3,500.00	-147.61
Merchandise Sales Expense	7,582.54	6,000.00	1,582.54
Brick Sales Expense	1,081.29	500.00	581.29
Total Direct Expense FundraisingEv...	19,132.84	17,660.00	1,472.84
Direct Cost of Inventory			
Concession Sales Expense	7,296.29	12,000.00	-4,703.71
Total Direct Cost of Inventory	7,296.29	12,000.00	-4,703.71
Assistance to OtherOrganization	500.00	2,000.00	-1,500.00
Membership Dues Expense	1,120.00	500.00	620.00

8:42 AM
04/10/24
Accrual Basis

Owasso Baseball Booster Club Inc.
Profit & Loss Budget vs. Actual
July 2023 through June 2024

	Jul '23 - Jun 24	Budget	$ Over Budget
Fees for Services			
Accounting Fees	425.00	400.00	25.00
Other Professional Fees	544.99	475.00	69.99
Total Fees for Services	969.99	875.00	94.99
Advertising & Promotional Exp	548.96	1,000.00	-451.04
Office & Operational Expenses			
Sympathy Gift	1,242.80	200.00	1,042.80
Bank, Credit Card & Paypal Fees	1,538.53	30.00	1,508.53
Postage, Mailing Service	176.00	170.00	6.00
Computer & Phone Expense	0.00	400.00	-400.00
Office & Operational Expenses - O...	293.75	750.00	-456.25
Total Office & Operational Expenses	3,251.08	1,550.00	1,701.08
Other Expenses			
End of Year Gifts	0.00	8,400.00	-8,400.00
Field Expense	7,027.18	10,000.00	-2,972.82
Coach Enrichment	1,505.19	3,000.00	-1,494.81
100 Inning Expense	352.54	1,750.00	-1,397.46
Spring Break Trip Expense	23,136.00	34,000.00	-10,864.00
Banquet Expense	0.00	7,000.00	-7,000.00
Diamond League Expense	0.00	20,000.00	-20,000.00
Total Other Expenses	32,020.91	84,150.00	-52,129.09
Equipment and Gear			
Player and Coach Gear	30,794.18	29,000.00	1,794.18
Equipment	2,565.00	7,500.00	-4,935.00
Total Equipment and Gear	33,359.18	36,500.00	-3,140.82
Activities & Team Bonding			
Team Meals	1,078.69	4,000.00	-2,921.31
Activities & Team Bonding - Other	625.00	200.00	425.00
Total Activities & Team Bonding	1,703.69	4,200.00	-2,496.31
Total Expense	99,902.94	160,435.00	-60,532.06
Net Ordinary Income	53,480.86	265.00	53,215.86
Net Income	**53,480.86**	**265.00**	**53,215.86**

8:41 AM
04/10/24
Accrual Basis

Owasso Baseball Booster Club Inc.
Balance Sheet
As of March 31, 2024

	Mar 31, 24
ASSETS	
Current Assets	
Checking/Savings	
AVB Bank CD	100,000.00
Checking Acccount - RCB	
RCB Member Accounts	26,759.21
Checking Acccount - RCB - Ot...	77,748.47
Total Checking Acccount - RCB	104,507.68
Total Checking/Savings	204,507.68
Total Current Assets	204,507.68
TOTAL ASSETS	**204,507.68**
LIABILITIES & EQUITY	
Equity	
Accumulated Income/Other Funds	108,701.82
Cap Stk Trust Princ Curr Funds	12,710.00
Paid in Cap Surplus Equip Fund	31,283.00
Net Income	51,812.86
Total Equity	204,507.68
TOTAL LIABILITIES & EQUITY	**204,507.68**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Rams Basketball Booster Club

Organization's address: 12901 E 86th St N
Owasso, OK 74055

Organization's federal ID#: 73 1536445

Organization's representative From whom additional Information can be obtained: Amanda Montonati

Applicant's phone# & e-mail: 918-407-7124 amanda.montonati@yahoo.com

Statement of purpose and goals:

To raise money for Owasso Public School Basketball programs per coaches needs.

Describe your organizational structure and membership requirements:
President, Vice-President, Treasurer & Secretary (preferably 2 from the boys program and 2 from the girls program) voted on by the Booster Club. $50 minimum per person to join.

Describe how the District and its students will benefit if the organization is sanctioned:
All money raised goes directly to help Owasso Rams Basketball programs - girls and boys from 8th grade thru 12th grade.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Amanda Manbonate
Name of Applicant (Organization)

Approval (Board of Education)

4-15-24
Date

Date

Signature of Applicant representative

FISCAL YTD VIEW

Net Profit/Loss on Groupings of Events (5/1/2023 through 4/30/2024)				
	Deposits	Expenses	Net Profit/(Loss)	
Opening balance-5/1/2023			$ 30,157.02	
Membership/Donations	$ 3,016.00		$ 3,016.00	
Tshirt Fundraiser	$ 752.26		$ 752.26	
Buttons/Spirit Nights	$ 4,540.73		$ 4,540.73	
Concessions	$ 2,666.25	$ (1,434.80)	$ 1,231.45	
Tip off night	$ 5,874.13	$ (778.45)	$ 5,095.68	
Coaches Fees-Lady Rams	$ 13,388.63	$ (15,711.48)	$ (2,322.85)	Coaches Fees-Girls
Coaches Fees-Rams	$ 25,238.60	$ (29,520.43)	$ (4,281.83)	Coaches Fees-Boys
Meals/Energy Bags		$ (4,325.97)	$ (4,325.97)	
Online Processing Fees		$ (166.00)	$ (166.00)	
Magnets		$ (689.00)	$ (689.00)	
Photography/Sr Banners		$ (1,345.00)	$ (1,345.00)	
Locker Room Decorations		$ (45.77)	$ (45.77)	
Senior Night		$ (340.67)	$ (340.67)	
Pre-season Camps/Tournaments		$ -	$ -	
Post Season		$ (6,425.47)	$ (6,425.47)	
Supplies/Copies		$ (187.11)	$ (187.11)	
End-of-Season Event		$ (2,234.88)	$ (2,234.88)	
	$ 55,476.60	**$ (63,205.03)**	**$ 22,428.59**	ties to current available bank balance

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Cheer Booster Club

Organization's address: PO Box 647
Owasso, OK 74055

Organization's federal ID#: 73 - 1549274

Organization's representative From whom additional Information can be obtained: Lindsay Barron - President

Applicant's phone# & e-mail: 817-308-8787 barron_lindsay@yahoo.com

Statement of purpose and goals:

To promote and timulate interest in the cheer program at the high school, to lend moral and financial support to all phases of the cheer program, to support and work with coaching staff in all possible ways and promote excellence in all Scholastic and athletic endeavors at OHS.

Describe your organizational structure and membership requirements:

The Owasso Cheer Booster Club Board members consist of President, Vice President, 2nd Vice President of fundraising, Secretary and Treasurer and are voted on each year. We also have a Varsity, JV and MS representative. Booster Club meetings are held regularly.

Describe how the District and its students will benefit if the organization is sanctioned:

The Owasso Cheerleader Booster Club will work with parents, community members and volunteers to promote success of the cheer program. We will work with the coaching staff to help support and improve the cheer program. We will financially supplement with fundraising events.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Cheer Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

4/10/24

Date

Date

Signature of Applicant representative

Owasso Cheer Booster Club FY 2023

Income and Expense Report

05/01/2023 - 04/30/2024

Starting balance as of 05/01/2023			**$55,801.91**
Owasso Cheer Budget 23-24	**Income**	**Expenses**	**Net**
Annual Booster Membership	$3,105.37	-$340.00	$2,765.37
Monthly Booster Fees	$3,694.63	-$329.84	$3,364.79
Camp Fees	$15,460.00	-$19,871.00	-$4,411.00
Camp Food/Snacks	$1,030.00	-$443.44	$586.56
Camp Decorations	$10.00	-	$10.00
Practice Gear/Gifts	$4,311.96	-$3,459.92	$852.04
Joggers	$302.00	-	$302.00
OVC Uniform Rental	$1,990.00	-	$1,990.00
OJVC Uniform Rental	$100.00	-	$100.00
Patriotic Tank	$206.00	-	$206.00
UCA	$34,523.46	-	$34,523.46
23/24 Banquet	-	-	-
Performance State Ring	$5,755.98	-$10,679.34	-$4,923.36
OVC - Backpack	$450.00	-$4,801.80	-$4,351.80
Sign Budget	$566.82	-$910.24	-$343.42
State Shirt	$637.68	-$5,087.40	-$4,449.72
Snack Fee	$976.95	-$3,104.54	-$2,127.59
Program Shirt	$605.00	-	$605.00
OVC Stunt Clinic	$790.00	-$790.16	-$0.16
Fundraiser - Calendar	$682.00	-	$682.00
OVC - Travel Shoes	$1,252.00	-$2,921.20	-$1,669.20
FNL Meals	$931.00	-$1,229.24	-$298.24
Spirit Shirt	$426.00	-	$426.00
Game Day State Ring	$5,021.33	-$7,518.34	-$2,497.01
Fundraiser - Poster Sponsorship	$26,150.00	-$4,692.17	$21,457.83
Stunt Jersey/Registration	$927.54	-$304.00	$623.54
Stunt Meal	$220.00	-	$220.00
Angel Tree Gift	$163.89	-$1,331.53	-$1,167.64
Banquet Ticket	$6,266.52	-	$6,266.52
General Income	$22,084.13	-$2,297.50	$19,786.63
UCA Nationals Ring	-	-	-
Fundraiser - Restaurants	$744.82	-	$744.82
General Expenses	$127.00	-$24,047.75	-$23,920.75
Cheer Mini Clinic	$7,541.00	-$7,950.74	-$409.74
Donation to Athlete	$2,300.95	-	$2,300.95
Coaches Gifts	-	-$660.87	-$660.87
State Dinner	$350.00	-$833.51	-$483.51

Owasso Cheer Budget 23-24	Income	Expenses	Net
State Gift	$390.00	-$924.37	-$534.37
Fundraiser - Game Day Themed Tees	$4,558.00	-$6,190.91	-$1,632.91
Fundraiser - Meet the Rams	$54.76	-$133.20	-$78.44
Fundraiser - Mums	$6,544.44	-$4,061.00	$2,483.44
Game Day State Gift	$270.00	-$2,457.16	-$2,187.16
Game Day State Dinner	$355.00	-$1,729.48	-$1,374.48
Donation - General	-	-	-
FOR Concessions	$15,064.81	-$7,601.21	$7,463.60
UCA - Middle School	$1,476.63	-	$1,476.63
NCA	$2,142.00	-$74.03	$2,067.97
Fundraiser - Louis Vuitton	$11,080.00	-$11,213.16	-$133.16
Program Christmas Gifts	-	-	-
UCA - OVC Belt Bag	$416.00	-$1,249.31	-$833.31
JV/MS Backpack	$530.00	-	$530.00
UCA - Fan Shirts	$1,426.00	-	$1,426.00
NCA - Gym Rental (Puma)	$460.16	-$200.00	$260.16
UCA - Airfare	$14,818.91	-$21,277.36	-$6,458.45
UCA - Meals	$13,561.00	-$12,916.62	$644.38
UCA - Team Wear	$2,770.81	-$9,379.89	-$6,609.08
NCA - Transportation	$2,998.73	-$4,308.00	-$1,309.27
NCA - Meals	$4,304.00	-$3,645.00	$659.00
NCA - Housing	$2,200.00	-$4,151.48	-$1,951.48
Nike Rolling Bag	$2,053.38	-$3,373.88	-$1,320.50
Garment Bags	$47.00	-$630.80	-$583.80
NCA - Belt Bags	$365.00	-$642.41	-$277.41
UCA - Survival Kits	-	-	-
UCA - MS Gifts	$124.00	-	$124.00
UCA - OVC Gifts	$1,235.00	-$4,084.64	-$2,849.64
UCA - MS Packing Cubes	-	-	-
Stunt Fan Tees	$1,500.00	-$2,846.14	-$1,346.14
Stunt Warm-up	$418.73	-$2,855.73	-$2,437.00
Stunt Gift	$363.08	-	$363.08
Program Donation	-	-	-
Stunt Regional T-shirt	$1,177.00	-	$1,177.00
Stunt Gate/Admission	-	-	-
Stunt Concessions	$4,356.51	-$400.00	$3,956.51
NCA - MS Gift	$875.41	-$469.30	$406.11
NCA - JV Gift	-	-	-
Adjustments	$0.07	-$55.56	-$55.49
UCA - Practice Facility (Top Gun)	$464.54	-$1,200.00	-$735.46
UCA Registration (OVC and MS)	$48,250.86	-$135,507.82	-$87,256.96
Banquet Expenses	$2.00	-$151.55	-$149.55
Fundraising Funds	-	-$458.00	-$458.00

Owasso Cheer Budget 23-24	Income	Expenses	Net
FOR Cheer Clinic T-shirt Sales	$1,324.00	-$300.00	$1,024.00
FOR Cheer Clinic	$5,385.00	-$225.00	$5,160.00
Stunt State Ring	$5,435.43	-$7,635.32	-$2,199.89
Camp Instructor Gifts	$530.00	-$13.81	$516.19
OVC - Camp Registration	$7,979.55	-$9,788.00	-$1,808.45
OVC - Camp Lodging	$1,236.00	-$3,304.68	-$2,068.68
OVC - Practice Gear	$3,732.52	-$7,558.93	-$3,826.41
OVC - Camp Gift	$1,152.00	-$2,482.52	-$1,330.52
OVC - Camp Food/Snacks	$3,330.35	-$4,094.32	-$763.97
OVC - Camp Bus	$1,066.00	-$1,965.00	-$899.00
JV/MS Joggers	$60.00	-	$60.00
Cash	$300.00	-$300.00	-
22/23 Banquet	-	-$9,256.13	-$9,256.13
Meet the Rams	$12,868.00	-$3,790.27	$9,077.73
State Fan Tee	$1,250.00	-	$1,250.00
Nationals	$350.00	-	$350.00
Fundraiser - FOR Dance	$1,265.00	-$450.00	$815.00
Fundraiser - PNO	$210.00	-$70.00	$140.00
UCA - Extra Nights	$15,852.00	-$6,000.00	$9,852.00
UCA - Transportation	$577.56	-$716.13	-$138.57
UCA - Extra Park Hopper	$4,255.76	-	$4,255.76
UCA - Choreography	$1,559.73	-$5,000.00	-$3,440.27
UCA - Music	$1,408.19	-$1,507.50	-$99.31
UCA - Nationals Bow	$139.08	-$2.14	$136.94
NCA - Team Wear	$800.00	-$2,943.06	-$2,143.06
NCA - Bow	$160.00	-	$160.00
NCA - Music	$1,168.00	-$720.00	$448.00
NCA - Choreography	$1,933.00	-$2,500.00	-$567.00
NCA - Registration	$2,938.50	-$5,162.00	-$2,223.50
UCA - Virtual Bid	$828.37	-$1,892.00	-$1,063.63
UCA - World Team	$198.25	-	$198.25
NCA - Fan Tees	$300.00	-	$300.00
Fundraiser - Spa	$5,245.00	-	$5,245.00
UCA - Extra Division	$31.83	-	$31.83
Lulu Practice Tees - Extras	$34.46	-$330.90	-$296.44
Owasso Cheer Budget 23-24 Totals	**$381,261.44**	**-$425,800.25**	**-$44,538.81**
Athlete Payments	**Income**	**Expenses**	**Net**
Athlete Payment	$5,739.33	-	$5,739.33
Athlete Payments Totals	**$5,739.33**	**-**	**$5,739.33**
Refunds	**Income**	**Expenses**	**Net**
Close Account	-	-$888.22	-$888.22
Athlete Overpayment - Refund	-	-$30.77	-$30.77

Refunds	Income	Expenses	Net
Refunds Totals	-	-$918.99	-$918.99
Athlete Credit	**Income**	**Expenses**	**Net**
Athlete Credit	$16,204.48	-	$16,204.48
Athlete Credit Totals	**$16,204.48**	**-**	**$16,204.48**
Transfers	**Income**	**Expenses**	**Net**
Credit Transfer	$456.43	-	$456.43
Transfers Totals	**$456.43**	**-**	**$456.43**
Grand Totals			
	$403,661.68	-$426,719.24	-$23,057.56
Decrease in funds			-$23,057.56
Funds available as of 04/30/2024			**$32,744.35**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Choir Patrons

Organization's address: 8800 N 129th E. Ave.
Owasso, OK 74055

Organization's federal ID#: 84-4755411

Organization's representative From whom additional Information can be obtained: Erin Fleming

Applicant's phone# & e-mail: 918-230-6611 owassochoirpatrons@gmail.com

Statement of purpose and goals:

To support and promote the choir program with Owasso Public Schools through fundraising, coordination of volunteers, as well as by providing supplies/programs as requested by directors to augment the choir program.

Describe your organizational structure and membership requirements:

OCP has a board of directors that serves as the leadership for the organization. The board consists of a president, vice president, secretary, treasurer, activities coordinator, and publicity coordinator. Families of students in choir are granted membership after paying a $5 membership fee.

Describe how the District and its students will benefit if the organization is sanctioned:

By continuing to sanction OCP the District will benefit by continued support of the choir program which is an integral part of the Fine Arts Department in Owasso. Support provided by OCP helps fill gaps in funding and provide support to students who otherwise would not be able to participate in choir.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Choir Patrons

Name of Applicant (Organization)

Approval (Board of Education)

04/16/2024

Date

Date

Erin Fleming

Signature of Applicant representative

Owasso Choir Patrons FY 2023

Income and Expense Report

07/01/2023 - 06/30/2024

Starting balance as of 07/01/2023			**$4,985.45**
FUNDRAISING	**Income**	**Expenses**	**Net**
Membership Dues	$385.00	-	$385.00
Spirit Wear	$1,629.02	-$180.00	$1,449.02
Restaurant Spirit Nights	$77.18	-	$77.18
Concessions at Events	-	-$147.04	-$147.04
Fall Fundraiser	$118.75	-$1,133.44	-$1,014.69
Spring Fundraiser	-	-	-
Donations	-	-	-
Flower & Candy Bouquets	$360.00	-	$360.00
FUNDRAISING Totals	**$2,569.95**	**-$1,460.48**	**$1,109.47**
EVENTS	**Income**	**Expenses**	**Net**
Middle School Choir Event (Spaghetti Dinner)	$33.38	-	$33.38
High School Choir Banquet	-	-	-
Pops Concert	-	-	-
Winter Concert	$3,950.54	-$3,945.54	$5.00
EVENTS Totals	**$3,983.92**	**-$3,945.54**	**$38.38**
STUDENT SUPPORT	**Income**	**Expenses**	**Net**
Senior Gifts	-	-	-
Choir Meals	-	-$94.64	-$94.64
Student Sponsorships	-	-$670.00	-$670.00
Student Needs	-	-$4.90	-$4.90
STUDENT SUPPORT Totals	**-**	**-$769.54**	**-$769.54**
STAFF SUPPORT	**Income**	**Expenses**	**Net**
Director Gifts	-	-$60.00	-$60.00
Curriculum Needs	-	-	-
STAFF SUPPORT Totals	**-**	**-$60.00**	**-$60.00**
OCP BUSINESS	**Income**	**Expenses**	**Net**
OCP Meetings	-	-$690.69	-$690.69
MoneyMinder Subscription	-	-$247.13	-$247.13
Supplies	-	-$8.49	-$8.49
OCP BUSINESS Totals	**-**	**-$946.31**	**-$946.31**
Square Fees	**Income**	**Expenses**	**Net**
Square Fees 1	-	-$58.06	-$58.06
Square Fees Totals	**-**	**-$58.06**	**-$58.06**
Grand Totals			
	$6,553.87	-$7,239.93	-$686.06

Decrease in funds	-$686.06
Funds available as of 06/30/2024	**$4,299.39**

Owasso Choir Patrons FY 2023

Income and Expense Compared to Annual Budget

07/01/2023 - 06/30/2024

Starting balance as of 07/01/2023 **$4,985.45**

FUNDRAISING	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/- Less
Membership Dues	$385.00	$400.00	-	-	$385.00	$400.00	-$15.00
Spirit Wear	$1,629.02	$8,000.00	-$180.00	-$6,100.00	$1,449.02	$1,900.00	-$450.98
Restaurant Spirit Nights	$77.18	$1,000.00	-	-	$77.18	$1,000.00	-$922.82
Concessions at Events	-	$3,500.00	-$147.04	-$1,750.00	-$147.04	$1,750.00	-$1,897.04
Fall Fundraiser	$118.75	$3,000.00	-$1,133.44	-$3,200.00	-$1,014.69	-$200.00	-$814.69
Spring Fundraiser	-	$3,000.00	-	-$3,200.00	-	-$200.00	$200.00
Donations	-	$200.00	-	-	-	$200.00	-$200.00
Flower & Candy Bouquets	$360.00	-	-	-	$360.00	-	$360.00
FUNDRAISING Totals	**$2,569.95**	**$19,100.00**	**-$1,460.48**	**-$14,250.00**	**$1,109.47**	**$4,850.00**	**-$3,740.53**

EVENTS	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/- Less
Middle School Choir Event (Spaghetti Dinner)	$33.38	$1,500.00	-	-$600.00	$33.38	$900.00	-$866.62
High School Choir Banquet	-	$2,400.00	-	-$2,500.00	-	-$100.00	$100.00
Pops Concert	-	$3,500.00	-	-$3,600.00	-	-$100.00	$100.00
Winter Concert	$3,950.54	-	-$3,945.54	-	$5.00	-	$5.00
EVENTS Totals	**$3,983.92**	**$7,400.00**	**-$3,945.54**	**-$6,700.00**	**$38.38**	**$700.00**	**-$661.62**

STUDENT SUPPORT	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/- Less
Senior Gifts	-	-	-	-$300.00	-	-$300.00	$300.00
Choir Meals	-	-	-$94.64	-$700.00	-$94.64	-$700.00	$605.36
Student Sponsorships	-	-	-$670.00	-$150.00	-$670.00	-$150.00	-$520.00
Student Needs	-	-	-$4.90	-$150.00	-$4.90	-$150.00	$145.10
STUDENT SUPPORT Totals	**-**	**-**	**-$769.54**	**-$1,300.00**	**-$769.54**	**-$1,300.00**	**$530.46**

STAFF SUPPORT	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/- Less
Director Gifts	-	-	-$60.00	-$500.00	-$60.00	-$500.00	$440.00
Curriculum Needs	-	-	-	-$500.00	-	-$500.00	$500.00
STAFF SUPPORT Totals	**-**	**-**	**-$60.00**	**-$1,000.00**	**-$60.00**	**-$1,000.00**	**$940.00**

OCP BUSINESS	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/- Less
OCP Meetings	-	-	-$690.69	-$400.00	-$690.69	-$400.00	-$290.69
MoneyMinder Subscription	-	-	-$247.13	-$250.00	-$247.13	-$250.00	$2.87
Supplies	-	-	-$8.49	-$350.00	-$8.49	-$350.00	$341.51
OCP BUSINESS Totals	**-**	**-**	**-$946.31**	**-$1,000.00**	**-$946.31**	**-$1,000.00**	**$53.69**

Square Fees	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/- Less
Square Fees 1	-	-	-$58.06	-	-$58.06	-	-$58.06

Square Fees	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Square Fees Totals	-	-	-$58.06	-	-$58.06	-	-$58.06
Grand Totals							
	$6,553.87	$26,500.00	-$7,239.93	-$24,250.00	-$686.06	$2,250.00	-$2,936.06
Decrease in funds							-$686.06
Funds available as of 06/30/2024							**$4,299.39**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Drama Club Booster Club

Organization's address: 10102 E 92nd St N
Owasso, OK 74055

Organization's federal ID#: 47-4205379

Organization's representative From whom additional Information can be obtained: Amanda McClintock

Applicant's phone# & e-mail: 918-384-8002; owassotheatreboosters@gmail.com

Statement of purpose and goals:

Our purpose is to provide meals, additional supplies, end of the year banquet, Christmas party, and other potential expenses in order to help off-set any extra expenses for the students, parents, and the theatre department/school.

Describe your organizational structure and membership requirements:

Our board is made up of a president, vice president, secretary/treasurer. Additional members are parent volunteers. Membership fee is $20 required at the beginning of the year.

Describe how the District and its students will benefit if the organization is sanctioned:

Any time the students travel for theatre, meals and snacks are provided at our expense. We have also provided extra training for speech and debate students, competition fees, and last minute costume/prop needs. This benefits both the parents and students by not requiring additional fees while allowing professional performances.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Drama Club Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

4/15/2024

Date

Date

Amanda McClintock

Signature of Applicant representative

2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Previous Month End Balance	$2,616.48	$1,630.92	$4,575.92	$3,895.91								
DEP	$0.00	$2,945.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Expenses	$985.56	$0.00	$680.01	$24.99	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL	$1,630.92	$4,575.92	$3,895.91	$3,870.92	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Donations/Fundraisers

January - S&D concessions expense/

February - deposits from January sales/concessions

March -deposit/venmo transfer -
Musical
April - eventbrite fee

May -

June -

July

August

September
October
November -
December -

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Ram Football Booster Club

Organization's address: PO Box 342
Owasso, OK 74055

Organization's federal ID#: 20-0222329

Organization's representative From whom additional Information can be obtained: Dusti Kuehne, Co-Treasurer

Applicant's phone# & e-mail: 214-724-7710, ramfootballboosterclub@gmail.com

Statement of purpose and goals:

The Owasso Ram Football Booster Club is a charitable organization whose mission is to support the Owasso Ram football team both financially and with volunteer manpower.

Describe your organizational structure and membership requirements:

The Owasso Ram Football Booster Club is led by a volunteer board of directors and multiple members at large. Anyone can join the Owasso Ram Football Booster Club for a minimum contribution of $25.

Describe how the District and its students will benefit if the organization is sanctioned:

The Owasso Ram Football Booster Club supports Owasso Ram Football grades 8-12 by providing nutritional support, equipment, gear, transportation, and many other items needed by the Owasso Ram football players and coaches.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Ram Football Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

March 28, 2024

Date

Date

Signature of Applicant representative

Owasso Rams Football Boosters

Profit and Loss

January - December 2023

	TOTAL
Revenue	
Concession Sales Income	2,009.00
Concessions COGS	-1,506.46
Total Concession Sales Income	**502.54**
Direct Public Support	1,181.62
Corporate Contributions	3,742.40
Individ, Business Contributions	1,000.00
Total Direct Public Support	**5,924.02**
Football Cards	29,525.00
Fundraising	
Breakfast with Coach B	1,894.90
Telethon Fundraiser	56,308.05
VYPE 7V7 Owasso Rams	5,900.00
Field Sponsorship	2,200.00
VYPE 7v7 Referee	-4,500.00
VYPE 7v7 Trainer	300.00
Total VYPE 7V7 Owasso Rams	**3,900.00**
Total Fundraising	**62,102.95**
Interest Income	1,715.96
Program Income	
Membership Dues	54,720.00
Total Program Income	**54,720.00**
Ram Zone Income	69,848.70
Total Revenue	**$224,339.17**
GROSS PROFIT	**$224,339.17**
Expenditures	
Bank Fees	0.06
Credit Card Fees	
Square CC Fees	2,548.95
Square Online Plus Account Plan	348.00
Total Credit Card Fees	**2,896.95**
Team Snap Fee	941.68
Total Bank Fees	**3,838.69**
Banquet	-4,520.00
Banquet Decorations	325.25
Banquet Videos	100.00
Total Banquet	**-4,094.75**
Chamber of Commerce Dues	100.00
Charitable Donations	
Breast Cancer T-shirts	381.00
Total Charitable Donations	**381.00**
Facilities and Equipment	4,208.92

Owasso Rams Football Boosters

Profit and Loss

January - December 2023

	TOTAL
Equip Rental and Maintenance	27.21
Total Facilities and Equipment	**4,236.13**
Football Coaches	
Coaches Clinics	3,372.79
Coaches Gift	7,800.00
Coaching Videos	2,000.00
Football Coaches - General	943.74
Football Coaches - Golf	4,125.00
Total Football Coaches	**18,241.53**
Football Team Expense	
7v7 Tournament expenses	2,460.80
8th Grade Service Project Cookout	100.76
8th/9th Grade Picnic	532.98
Football Team Food & Drinks	6,364.47
After Game Meals & Snacks	3,135.50
Chocolate Milk Recovery Drinks	4,556.27
Pre Game- 8th & 9th	9,837.44
Pre-Game JV- Varsity	13,950.31
Rex Talk Food/Drink	892.15
Trainer Nutrition	1,959.32
Total Football Team Food & Drinks	**40,695.46**
Football Team Workout Gear	7,977.50
PHAST Training	26,000.00
Senior gifts	551.42
Team Camp	4,725.00
Team Counselor - Rex	6,000.00
Total Football Team Expense	**89,043.92**
Fundraising Expense	
Ram Zone Inventory	59,723.70
Championship shirts	3,305.00
Meet the Rams Tshirts	238.00
Total Ram Zone Inventory	**63,266.70**
Total Fundraising Expense	**63,266.70**
Operations	
Check Order Fees	83.00
Insurance	612.00
Photographer	4,287.00
Post Office Box Rental Fees	226.00
Postage, Mailing Service	14.70
Sam's Club Membership	50.00
Supplies	137.78
Total Operations	**5,410.48**
Professional Services	

Owasso Rams Football Boosters

Profit and Loss

January - December 2023

	TOTAL
Accounting Fees	4,200.00
Quickbooks Online Fee	625.00
Total Accounting Fees	**4,825.00**
Total Professional Services	**4,825.00**
Total Expenditures	**$185,248.70**
NET OPERATING REVENUE	**$39,090.47**
NET REVENUE	**$39,090.47**

Owasso Ram Football Booster Club

Statement of Financial Position

As of December 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
First Bank of Owasso	3,818.67
Money Market Savings	153,647.55
Total Bank Accounts	**$157,466.22**
Other Current Assets	
Petty Cash	500.00
Undeposited Funds	5,500.00
Total Other Current Assets	**$6,000.00**
Total Current Assets	**$163,466.22**
Fixed Assets	
2016 Lark Trailer	1,299.78
Total Fixed Assets	**$1,299.78**
TOTAL ASSETS	**$164,766.00**
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	25,906.86
Unrestricted Net Assets	99,768.67
Net Revenue	39,090.47
Total Equity	**$164,766.00**
TOTAL LIABILITIES AND EQUITY	**$164,766.00**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Rams Golf Booster Club

Organization's address: P.O. Box 801
Owasso, OK 74055

Organization's federal ID#: 26-0027159

Organization's representative From whom additional Information can be obtained: Mark Plank, Co President

Applicant's phone# & e-mail: 918-344-7235, mark.plank07@gmail.com

Statement of purpose and goals:

The Objective of ORGBC is to promote amateur golf for all persons, stimulate interest in the golf program at the High School and Middle School levels, and financially supplement the golf programs through fundraising activities.

Describe your organizational structure and membership requirements:
Officers include 2 presidents, Vice President, Treasurer, and Secretary

Membership if the ORGBC is open and all dues shall be $25,00 per family per year.

All coaches and current players are members ad exempt from dues.

Describe how the District and its students will benefit if the organization is sanctioned:
The District and students will benefit because the ORGBC will help

promote golf wth Owasso Schools and community. The ORGBC will also

financially supplement the golf programs through fundraising activities.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Rams Golf Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

4/12/2023

Date

Date

Signature of Applicant representative

Owasso Rams Golf Booster Club
Treasurer's Report 2023 Summary

Period: 01/01/2023-12/31/2023

Bank Balance as of 1/1/23		$62,441.10
Receipts:		
Tournament Fundraiser Receipts	$39,658.63	
Other Donations	$5,750.00	
Banquet Receipts	$2,400.00	
Shirt Order	$1,496.50	
Membership Dues	$740.45	
		$50,045.58
Disbursements:		
Uniforms	($14,590.26)	
Boys State Tournament Expenses	($5,701.27)	
Tournament Entry Fees and Practice Rounds	($5,587.19)	
Meals & Snacks	($4,841.13)	
Golf Bags and Shoes	($3,700.00)	
Golf Balls	($3,020.00)	
Banquet Disbursements	($2,839.61)	
HS Travel Bags and Backpacks	($2,635.00)	
Hotels	($2,450.90)	
Shirt Order	($1,411.91)	
Yardage books, Training Aides & Umbrellas	($1,153.88)	
Tournament Fundraiser Disbursements	($830.12)	
Practice Facility Usage	($500.00)	
PO Box Rental	($176.00)	
Booster Club Checks	($26.50)	
LIV Donation Wire Fee	($10.00)	
		($49,473.77)
Bank Balance as of 12/31/2023		**$63,012.91**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Team Nativerams Booster Club, Inc.

Organization's address: 1501 N. Ash
Owasso, OK. 74055

Organization's federal ID#: 93-1865854

Organization's representative From whom additional Information can be obtained: Mrs. Susan Terry

Applicant's phone# & e-mail: 918-693-0761 susan-terry@sbcglobal.net

Statement of purpose and goals:

To raise cultural identity awareness and support for the success of the greater Owasso area cultural communities, and cultural community leadership.

Priority Goal : Build and support student teamwork, identity and leadership.

Describe your organizational structure and membership requirements:

Executive Board consists of elected officers.

General membership is open.

Describe how the District and its students will benefit if the organization is sanctioned:

Increased awareness and opportunities for students to pursue skills and passions in academics, athletics and the arts, by providing growth and support opportunities and related programming.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Team Nativerams Booster Club, Inc.

Name of Applicant (Organization)

Approval (Board of Education)

5/02/24

Date

Date

Susan Terry

Signature of Applicant representative

Statement of Financial Activity

School Name Owasso Public Schools

Account Name Team NativeRams Booster Inc

For the period of Jan 1, 2023 through December 31, 2023

I.	Beginning Cash Balance, Jan 1, 2023	$ 0.00
II.	Source of All Revenue and Estimated Amounts:	
	Donations	$ 2,750.00
		$
		$
		$
		$
		$
		$
TOTAL RECEIPTS		$
III.	Total Beginning Cash Balance plus Receipts	$ 2,750.00
IV.	Expenditures and Estimated Amounts:	
	Kickoff - Circle Cinema	$ 521.00
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
TOTAL EXPENSES		$ 521.00
V.	Ending Cash Balance, December 31, 2023	$ 2,229.00

Signature of Representative

Treasurer
Position

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Rams Mock Trial Booster Club

Organization's address: 10113 East 94th St. N
Owasso, OK 74055

Organization's federal ID#: 81-2942196

Organization's representative From whom additional Information can be obtained: Mindy Kerber

Applicant's phone# & e-mail: 918-406-9484 mindymae0527@hotmail.com

Statement of purpose and goals:

The mission of the Owasso Rams Mock Trial Booster Club is to create an organization to assist in fundraising for the activity needs and special projects for the Owasso Mock Trial teams. Funds raised will be dispersed, as needed, for Mock Trial events.

Describe your organizational structure and membership requirements:

Membership consist of: (1) Parent or legal guardian of students (2) Relatives and friends of students (3) Member of the Board of Directors or (4) Any interested individual who subscribes to the objects and basic policies of the organization, without regard to race, color, creed, national origin and religion.

Describe how the District and its students will benefit if the organization is sanctioned:

Mock Trial is a competition in which students simulate a real trial. The Owasso Rams Mock Trial team is a 5 time Oklahoma State champion in Mock Trial, making it to the semifinals for the last 8 years. Mock Trial assist students in developing critical thinking and public speaking skills and provide a knowledge of legal practices and procedures by engaging in trial simulations in competitions. The Booster Club supports the Mock Trial team as the team travels the state for competitions.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Rams Mock Trial Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

4/26/2024

Date

Date

Signature of Applicant representative

Owasso Volleyball Booster Club
2022-2023 Season Account Activity

DATE	PAYEE	Check #	DESCRIPTION	Source	EXPENSE	CREDIT	BALANCE	GENERAL C	Support in Binder
Opening Balance 8/1/2023							406.96		
8/23/23			Bonco night	Venmo		110.00	516.96		Y
9/16/23			Bunco night	Deposit		780.00	1,296.96		Y
10/25/23	Papa John's		Newbie Night Pizza	Debit	97.93		1,199.03		Y
10/25/23	Mindy Kerber		Reimburse Sam's Club Newbie Night	Venmo	34.42		1,164.61		Y
2/12/2024			Cantrell donation	Deposit		300.00	1,464.61		
4/21/24			Banquet night ticket	Venmo		200.00	1,664.61		Y

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Odyssey of the Mind Booster Club

Organization's address: 17805 E 95th St N
Owasso, OK 74055

Organization's federal ID#: 20-0454721

Organization's representative From whom additional Information can be obtained: Richard Zamor

Applicant's phone# & e-mail: (918) 892 6182

Statement of purpose and goals:

Create an organization to assist in fund-raising for Owasso Odyssey of the Mind activities.

Promote a common goal between schools and a parent organization to better fund an OM program.

Group is organized solely for charitable purposes according to IRS guidelines.

Describe your organizational structure and membership requirements:

Membership in OMBA shall be open to any parent, legal guardian, teacher, or interested individual who subscribes to the basic policies and objectives of the organization without regard to race,color, creed, national origin, or religion.

Describe how the District and its students will benefit if the organization is sanctioned:

With approved sanctioning, the District benefits by having a program that provides a structured outlet that promotes creative problem solving techniques, and opportunities for students to expand critical thinking skills outside the classroom.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Odyssey of the Mind Booster Club (OMBA)

Name of Applicant (Organization)

Approval (Board of Education)

4/22/2023

Date

Date

Signature of Applicant representative

Odyssey of the Mind Booster Association (OMBA)
Financial Activity

May 2023 through April 2024

Balance May 1, 2023:			**6,364.64**
Income:			
		0.00	
		Total Income	0.00
Expenses:			
	State T-shirts *	0.00	
		Total Expenses	0.00
Balance April 30, 2024:			**6,364.64**

Notes:

Financial Activity: May 2023 – April 2024

During a school year, the Odyssey of the Mind Booster Association (OMBA) typically raises funds to support and cover expenses within the following items or functions listed above. This past year, many of the parts and materials needed for each team's solution were donated, acquired at garage sales, or obtained at a minimal cost for salvage value.

Supplies

supporting the construction of items used in the presentation of a team's solution:
Including: Paint, Cardboard, brushes, thread, old clothes, etc.

Souvenir t-shirts

* To recognize the students' effort to create a solution for an OM problem.
The cost of these items will be incurred during May 2024.

Tools:

Purchase and set up hand-and power tools at the pre-fab as needed for teams to construct items for their solutions. No new tools were acquired this year.

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Varsity Pom Booster Club Inc

Organization's address: P.O.Box 1701
Owasso, OK 74055

Organization's federal ID#: 84-2269081

Organization's representative From whom additional Information can be obtained: Kay Bratcher

Applicant's phone# & e-mail: 918.978.8879 kay.bratcher@owassops.org

Statement of purpose and goals:

The monetary and non monetary support of members of the Owasso Varsity Pom team, 8th grade team and sponsors/coaches

To promote the development of the sport of performance team dance through organized training

To promote unity, sportsmanship and school spirit within the organization in a positive manner.

Describe your organizational structure and membership requirements:

Members include parent/guardians of Varsity and Middle school pom with paid dues. One vote per pom squad member.

Only households with active OVPBC membership may participate in OVPBC sponsored activities and meetings.

see bylaws for further info

Describe how the District and its students will benefit if the organization is sanctioned:

The district and its students will benefit from OVPBC being sanctioned by promoting unity,

sportsmanship and school spirit throughout the school year

The goal of the club is to reduce costs to families while representing the Owasso school district in a positive manner.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Varsity Pom Booster Club Inc

Name of Applicant (Organization)

Approval (Board of Education)

5/2/24

Date

Date

Signature of Applicant representative

Owasso Varsity Pom Booster Club Financial Report
For the Time Period of 4/1/2023 - 3/31/2024

Income / Receipts		
8th Grade Camp Fees, Uniform Rental, Dues	1,966.15	
Misc Fundraiser	1,211.32	
Butter Braid Fundraiser	4,043.00	
Banquet Ticket Sales	1,475.00	
Restaurant Night Fundraiser	1,196.84	
Sales of Merchandise at Pom Clinic	1,367.00	
Colorful Shirt Sale Fundraiser	2,666.90	
Fall Pom Clinic Registration Fees	7,010.00	
Sale of Merchandise at Ram Alley and Other Venues	430.54	
Mr Owasso Ticket Sales, Fan Votes, Video Sales	5,319.05	
Varsity Nat'l Payments and Parent Reimbursement Received	42,716.40	
Summer Camp Fee	8,283.72	
Tech Clinic Registration Fees	900.00	
Winter Pom Clinic Registration Fees	3,907.00	
Spirit Sponsor Contributions	5,200.00	
Total Income / Receipts		87,692.92
Expenses		
Admin Exp	88.96	
Pom Team Christmas Party	71.95	
Senior Solo Comp Fee	60.00	
Payment to Owasso Athletic for Varsity Merch	2,800.70	
8th Grade Competition Exp	1,998.74	
POM Tear Year-End Book	1,126.81	
BSN Nationals Gift	2,863.56	
Varsity Competition Fees, Uniforms, Choreo	4,860.44	
Meal Exp for away football games and at various competitions	2,949.22	
Fall Pom Clinic Expense	1,519.05	
Mr Owasso Prize Exp and Sashes	485.69	
Varsity Nat'l Competition Fees, Uniforms, Choreo	49,164.92	
Parent Booster Org Annual Fee and Tax Form Prep	920.00	
PO Box Rental	179.00	
Summer Camp Choreo, Activities, Meals, Etc	8,283.72	
Tech Clinic T Shirt Exp	127.50	
Purchase Treats for Visiting POM Teams	63.11	
Winter Pom Clinic Expense	1,424.84	
Contribution to Purchase Rebel Uniform	1,726.93	
Total Expenses		80,715.14
Total Income / Receipts Less Expenses		6,977.78
Beginning Balance 4/1/2023		3,350.33
Ending Balance 3/31/2024		10,328.11

Owasso Varsity Pom Booster Club Financial Report
For the Time Period of 4/1/2023 - 3/31/2024

Ending Bank Stmt Balance at 3/31/2024			13,410.17
O/S Checks			
	2113	91.00	
	2115	127.50	
	2116	2,863.56	
			3,082.06
Ending Reconciled Balance			10,328.11

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Soccer Booster Club

Organization's address: 12901 East 86th Street North
Owasso, OK 74055

Organization's federal ID#: 73-1577338

Organization's representative From whom additional Information can be obtained: Scott Reeves

Applicant's phone# & e-mail: 918-630-7611 owassosoccerbc@gmail.com

Statement of purpose and goals:

To raise money and support for the Owasso Rams and Lady Rams soccer programs.

Describe your organizational structure and membership requirements:
We have an executive board comprised of volunteers whose positions are outlined in Article IV of our Bylaws. All members of the organization pay a membership fee.

Describe how the District and its students will benefit if the organization is sanctioned:
With the help of our volunteers and the fundraising we acculumate, we can help the students enjoy their high school years playing soccer. We help equip the players, feed them and support those players that need financial help.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Soccer Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

4/13/24

Date

Date

Signature of Applicant representative

Owasso Soccer Booster Club
Sanctioning Financial Report
For the Year 2023

Beginning Cash Balance 1/1/2023	10,888.08
Income	
Fundraising	15,928.50
Fancloth/Gear	7,807.64
Memberships	1,550.00
Concessions	5,238.02
General club donations	9,605.00
Yard signs	20.00
Banquet	3,234.85
Camps	4,958.48
Gate admissions	1,955.00
Total Income	50,297.49
Expense	
Fundraising	(4,700.24)
Fancloth/Gear	(13,555.29)
Concessions	(2,693.63)
Owasso Athletics-Concessions	(168.54)
Awards/Trophies/Banners	(757.50)
Referees/Tournaments/Training/Alabama	(5,025.75)
Banquet	(4,726.07)
Lockerroom supplies	(737.98)
Equipment	(3,203.20)
Player Meals	(6,612.41)
Camps	(100.00)
Total Expense	(42,280.61)
Ending Cash Balance 12/31/2023	18,904.96

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Softball Booster Club

Organization's address: P.O. Box 2030
Owasso, OK 74055

Organization's federal ID#: 75-2990839

Organization's representative From whom additional Information can be obtained: Matt Drummond

Applicant's phone# & e-mail: 918-697-6256 drummond256@yahoo.com

Statement of purpose and goals:

"The Owasso Lady Rams Softball Booster Club is to, serve, and promote the game of softball; to assist coaches, players and managers through involvement with fund raising and community support. To encourage, facilitate and further develop the qualities of leadership, sportsmanship and competitive zeal".

Describe your organizational structure and membership requirements:
The Owasso Lady Rams Softball Booster Club is made up a President,
Vice President, Treasurer and Secretary. All player parents are
encouraged to join.

Describe how the District and its students will benefit if the organization is sanctioned:
We help off set the cost of the players and coaches expenses that the school doesn't cover,
(player packs, meals, umpire fees, tournaments, etc...).

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Shawn Thomas

Name of Applicant (Organization)

Approval (Board of Education)

4-10-24

Date

Date

Signature of Applicant representative

Owasso Rams Softball Booster Club
Financial Statement January 1- December 31, 2023

Opening Balance (January 1, 2023)	***$ 2,656.87***
REVENUE	
Booster Club Membership	$7,134.21
Candy Bar Fundraiser	$3,084.21
Half a Beef Fundraiser	$2,500.00
Concession Sales	$12,650.00
50/50 Fundraiser	$250.00
State T-shirt Sales	$100.00
Softball Banquet Ticket Sales	$1,100.00
TOTAL REVENUE	**$26,818.42**
EXPENSES	
Sam's/Walmart – Concession Food	$2,175.00
OPS Dues	$200.00
Cambell Wholesale – Concession Equipment/Food	$1,750.00
Check ? – 5/5/2023	$540.00
Website Charge	$324.00
Video Equipment	$1,088.08
Team Lunches/Dinners	$2,100.00
Sr Night Expense (Shadow boxes, Pictures)	$2,125.00
Six Flags Tickets – St Louis Tourney	$2,189.00
Owasso/Union Festival	$150.00
Beggs JV Tourney Fees	$125.00
Bixby 100 Inning Game	$180.00
St Louis Bus Transportation	$5,100.00
PO Box Fee	$300.00
State T-shirts	$150.00
Softball Banquet Expense	$2,350.00
TOTAL EXPENSES	**$21,146.00**
Ending Balance (December 31, 2023)	***$8,392.29***

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Rams Swim Team Booster Club

Organization's address: 12324 E 86th St N 103
Owasso, Ok 74055

Organization's federal ID#: 33-1187044

Organization's representative From whom additional Information can be obtained: Aaron McGhee

Applicant's phone# & e-mail: 918-510-1761 aaron.mcghee@orswim.org

Statement of purpose and goals:

To promote and stimulate interest in the swimming program at Owasso High School, to lend moral and financial support to all phases of the swimming program, to support and work with coaching staff in all possible ways, and to promote excellence in Scholastic and Athletic endeavors at Owasso High School.

Describe your organizational structure and membership requirements:

The Owasso Ram Swim Team Booster Club Board consists of a President, Vice President, Secretary and Treasurer, in addition to committees made up of parent volunteers. Booster club meetings are held monthly and memberships are $25 per family per year.

Describe how the District and its students will benefit if the organization is sanctioned:

We will work with students, parents and the community to support the success of the swim team and the student-athletes with positive encouragement and dedication. We are committed to stimulating future growth in the swim program and will do so by positive social media and school events.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Rams Swim Team Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

April 11, 2024

Date

Date

Signature of Applicant representative

Owasso Swim Team Booster Club Expense Report

Opening Balance December 1, 2023: $3822.80

Income: $1089.00

Expenses: $2932.61

Balance as of 4-7-2024: $1984.19

Expenditures

12/13/2023	Shannon McGhee	$124.47	Home meet supplies
2/23/2024	B.P. Duda Websites	$228.00	Google share site
3/4/2024	Kukulski Brothers	$325.00	State Swim Patches
3/6/2024	Jessica Crossman	$300.00	State swag items
3/6/2024	Rebecca Suppes	$414.03	State swag items
3/7/2024	Amy Peters	$1,434.00	State swag items
4/3/2024	Rebecca Suppes	$107.11	Banquet supplies

Income

3/11/2024	State t-shirt sales	$499
4/7/2024	Banquet tickets	$370.00
4/7/2024	Booster club dues	$225.00

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Tennis Booster Club

Organization's address: OHS Athletic - OTBC

12901 E. 86th Street N Owasso, OK 74055

Organization's federal ID#: _____

Organization's representative From whom additional Information can be obtained: Debbie Roberts

Applicant's phone# & e-mail: 918-361-1507 owassotennis@gmail.com

Statement of purpose and goals:

The OTBC exist to promote the interest of tennis within the Owasso Public Schools grade 6-12, to lend moral and financial support to all phases of the t ennis program, to work and cooperate in all possible ways with the coaches and staff to promote excellence in all scholastic and academic endevors.

Describe your organizational structure and membership requirements:
The OTBC has four officers: President, Vice-President, Secretary and Treasurer. The membership requirement is a payment of dues in the amount of $50.00 6th grade, $75.00 7th-8th grade and $100.00 for 9th - 12th grade.

Describe how the District and its students will benefit if the organization is sanctioned:
The OTBC supports the district and its students by organizing community tennis events, raising funds and organizing volunteers to support the Owasso Tennis Program and by assisting the program with the funding they need to participates in tournaments and other costs associated with the program.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Tennis Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

04/03/2024

Date

Date

Signature of Applicant representative

Owasso Tennis Booster Club	
Financial Summary	
4/19/2023 - 4/11/2024	
Category	**Amount**
INCOME	
Dues	$2,160.00
Tennis Banequet Income	$2,270.00
Total Income	**$4,430.00**
EXPENSES	
Advertising	$252.00
Coaches Breakfast - Home tournaments	$335.79
JH End of Year Party	$191.16
Pancake Breakfast expenses	$556.01
HS End of Year Banquet	$4,486.84
Website	$214.17
Total Expenses	**$6,035.97**
Overall Total	**-$1,605.98**
Bank Balance as of 4/11/2024	**$6,030.20**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Rams Track and Cross County Booster Club

Organization's address: P.O. Box 755
Owasso, OK 74055

Organization's federal ID#: 75-3050469

Organization's representative
From whom additional
Information can be obtained: Brandon Shreffler

Applicant's phone# & e-mail: 918-381-0360 brandon.shreffler@gmail.com

Statement of purpose and goals:

To provide money and funds for Owasso student athletes participating in Cross County and Track.

Describe your organizational structure and membership requirements:

Board members include President, Vice President, Secretary, Treasurer, and Fundraiser/Hog Jog Chairman.

Describe how the District and its students will benefit if the organization is sanctioned:

Funds will be used for entry fees, meals, snacks, uniforms, equipment and team building.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Track + Cross Country Booster Club
Name of Applicant (Organization)

4/14/24
Date

Signature of Applicant representative

Approval (Board of Education)

Date

Owasso Rams Track & Cross Country Booster Club Inc

Statement of Activity

January - December 2023

	TOTAL
Revenue	
4000 Club Operating Income	
4010 General Donations	4,205.61
4030 Booster Club Dues	7,265.00
4040 General Merchandise	5,213.00
4060 Concessions Income	2,657.27
Total 4000 Club Operating Income	**19,340.88**
4100 Hog Jog Fundraising	
4110 Run Sponsorships	4,150.00
4120 Run Registrations	20,976.80
Total 4100 Hog Jog Fundraising	**25,126.80**
4200 Other Fundraising	
4210 Calendar Fundraiser	2,819.00
4220 Fairground Fundraiser	542.00
4230 FanPledge Fundraiser	39,210.20
4240 Raffle Fundraiser	960.00
4250 Water Donations	494.00
Total 4200 Other Fundraising	**44,025.20**
4300 Uniform Income	
4310 HS XC Uniforms	9,690.00
4320 HS Track Uniforms	21,045.00
4330 JH XC Uniforms	2,310.00
4340 JH Track Uniforms	5,330.00
Total 4300 Uniform Income	**38,375.00**
4400 Banquet Income	
4410 HS XC Banquet	2,750.00
4420 HS Track Banquet	3,595.00
4430 JH XC Banquet	840.00
4440 JH Track Banquet	1,515.00
Total 4400 Banquet Income	**8,700.00**
Total Revenue	**$135,567.88**
GROSS PROFIT	**$135,567.88**
Expenditures	
7000 Travel Meets	
7010 Entry Fees	3,236.15
7020 Meals and Entertainment Expense	11,338.67
7030 Hotel Expense	6,129.28
7040 Transportation Expense	7,790.56
7060 Other travel expenses	125.00
Total 7000 Travel Meets	**28,619.66**

Owasso Rams Track & Cross Country Booster Club Inc

Statement of Activity

January - December 2023

	TOTAL
7100 Hog Jog Expenses	
7110 Run Permit	250.00
7120 Run Merchandise	4,026.30
7140 Run Timing	2,797.07
7150 Run Supplies	3,220.00
Total 7100 Hog Jog Expenses	**10,293.37**
7200 Other Fundraising Expenses	
7230 FanPledge Fundraiser Expenses	4,764.90
7240 Raffle Expenses	1,066.87
Total 7200 Other Fundraising Expenses	**5,831.77**
7300 Uniform Expense	
7310 HS XC Uniforms Expense	12,663.51
7320 HS Track Uniforms Expense	20,385.50
7330 JH XC Uniforms Expense	2,079.50
7340 JH Track Uniforms Expense	4,650.90
Total 7300 Uniform Expense	**39,779.41**
7400 Banquet Expenses	
7410 HS XC Banquet Expense	4,274.52
7420 HS Track Banquet Expense	5,026.48
7430 JH XC Banquet Expense	922.66
7440 JH Track Banquet Expense	2,200.70
Total 7400 Banquet Expenses	**12,424.36**
7500 Coaching Expenses	
7510 Team Incentives	2,022.37
7530 Snacks	3,837.75
7540 Equipment	7,247.71
7550 Awards	649.00
7560 Team Building	3,124.13
7570 Team Clothing	7,651.75
7580 Coaching Supplies	306.09
Total 7500 Coaching Expenses	**24,838.80**
7600 Club Operating Expenses	
7610 Scholarship Expense	250.00
7620 Concessions Expense	875.63
7630 Liability Insurance Expense	517.06
7640 General Merchandise Expenses	1,265.70
Total 7600 Club Operating Expenses	**2,908.39**
7700 Club Office Expenses	
7710 Postage and Shipping	189.20
7720 Printing and reproduction	110.52
7730 Office Supplies	40.89
7740 Storage unit rent	468.00

Owasso Rams Track & Cross Country Booster Club Inc

Statement of Activity

January - December 2023

	TOTAL
7750 Website and Software Expense	139.25
Total 7700 Club Office Expenses	**947.86**
8000 Banking and Interest Expenses	
8020 Bank Services Charges	21.00
8060 Merchant Services Fees	1,671.46
Total 8000 Banking and Interest Expenses	**1,692.46**
8100 Professional Services	
8110 Accounting	900.00
Total 8100 Professional Services	**900.00**
Total Expenditures	**$128,236.08**
NET OPERATING REVENUE	**$7,331.80**
NET REVENUE	**$7,331.80**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Volleyball Booster Club

Organization's address: 12901 E 86th St N. Owasso, OK 74055

Organization's federal ID#: 35-22722708

Organization's representative From whom additional Information can be obtained: Dawn Allen

Applicant's phone# & e-mail: 918-695-3412 DawnAllen918@gmail.com

Statement of purpose and goals:

Raise funds to support players and program needs.

Provide support and encouragement to the team and families.

Encourage participation and personal growth for each player.

Describe your organizational structure and membership requirements:

Board: President, Vice-president, Secretary, Treasure

Committee Chairs, class representatives

Members are asked to pay a fee and volunteer

Describe how the District and its students will benefit if the organization is sanctioned:

The volleyball team will benefit from funds raised

needed equipment, which will bolster team spirit.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Volleyball Booster Club

Name of Applicant (Organization)

May 4, 2024

Date

Dawn Allen

Signature of Applicant representative

Approval (Board of Education)

Date

Summary of Activity 2023/2024 Season

Fundraisers	NETS	INCOME	EXPENSES
T-shirts fundraiser	$378.58	$1,011.00	$632.42
Game concessions	$3,468.87	$7,575.40	$4,106.53
Tumblers	$0.00	$0.00	$0.00
Calendar Fundraiser	$5,814.09	$9,526.00	$3,711.91
Powder Buff Fundraiser	$1,824.58	$3,585.00	$1,760.42
Cookie Dough Fundraiser	$0.00	$0.00	$0.00
Dues	$3,890.00	$3,890.00	$0.00
Florida Trip	-$2,646.93	$20,632.00	$23,278.93
Practice shirts	-$1,791.90	$980.00	$2,771.90
Team shirts by grade/team/state s	-$1,499.01	$882.00	$2,381.01
Team Gear	-$2,652.28	$0.00	$2,652.28
Misc.	$790.27	$1,622.00	$831.73
Hospitality Room	-$1,085.21	$0.00	$1,085.21
Out of town tournament	$0.00	$0.00	$0.00
Away game grab bags	-$1,047.89	$0.00	$1,047.89
Locker Rooms	-$1,147.24	$0.00	$1,147.24
Senior posters/programs	-$1,531.00	$40.00	$1,571.00
Senior night	-$2,014.09	$0.00	$2,014.09
State Tournament	-$60.19	$0.00	$60.19
End of year Banquet	-$2,047.96	$1,275.00	$3,322.96
Team Building/Meals	-$437.19	$0.00	$437.19
7th/8th grade End of Season	-$582.59	$0.00	$582.59
Varsity Coolers	-$426.46	$0.00	$426.46
Net Gain/Loss for Season	**-$2,803.55**	$51,018.40	$53,821.95

Owasso Volleyball Booster Club
2023-2024 Season Account Activity

DATE	PAYEE	Check #	DESCRIPTION	Source	EXPENSE	CREDIT	BALANCE	GENERAL CATEGORY	Support in Bind
Opening Balance 4/5/2023							$20,639.77		
4/14/2023	Owasso Athletic Department	1614	Annual concession stand fee	Check	$200.00		$20,439.77	Game Concessions	Y
4/19/2023	KSA Events	DC	Coaches' expenses invoice pymt 1 (deduct from	Debit Card	$2,231.97		$18,207.80	Florida Trip	Y
4/19/2023	Office Depot	DC	Treasury filing supplies	Debit Card	$69.70		$18,138.10	Misc.	Y
4/25/2023	BOK	AP	Check reorder	Bank Autodraft	$34.45		$18,103.65	Misc.	Y
5/11/23			Booster Club Dues	Deposit		$65.00	$18,168.65	Dues	Y
5/12/23			Booster Club Dues	Venmo		$1,270.00	$19,438.65	Dues	Y
5/15/23			Booster Club Dues	Venmo		$130.00	$19,568.65	Dues	Y
5/15/23	Cheryl Isaacs		Accidental payment to OVBC	Venmo		$30.00	$19,598.65	Misc.	Y
5/15/23	Cheryl Isaacs	Venmo	Reimb accidental payment	Venmo	$30.00		$19,568.65	Misc.	
5/18/23			Booster Club Dues	Deposit		$65.00	$19,633.65	Dues	Y
5/22/23	Carrie Gilstrap	DC	Accidental payment to OVBC	Debit Card	$131.06		$19,502.59	Misc.	
5/26/23			Booster Club Dues	Venmo		$65.00	$19,567.59	Dues	Y
5/26/23			Calendar Fundraiser	Venmo		$30.00	$19,597.59	Calendar Fundraiser	
5/26/23	KSA Events	DC	Coaches' expenses invoice pymt 2 (deduct from	Debit Card	$1,487.96		$18,109.63	Florida Trip	Y
5/26/23	Carrie Gilstrap	Venmo	Reimb accidental charge	Venmo		$131.06	$18,240.69	Misc.	
5/27/23			Booster Club Dues	Venmo		$65.00	$18,305.69	Dues	
5/30/23			Booster Club Dues	Deposit		$65.00	$18,370.69	Dues	
5/30/23	Various		Calendar Fundraiser	Deposit		$766.00	$19,136.69	Calendar Fundraiser	
5/30/23	Dean		Calendar Fundraiser (Florida Credit)	Deposit		$109.00	$19,245.69	Calendar Fundraiser	
5/30/23			Booster Club Dues	Venmo		$130.00	$19,375.69	Dues	
6/2/23	KSA Events	DC	Florida 2023 Trip Payment	Debit Card	$3,131.23		$16,244.46	Florida Trip	Y
6/4/23			Booster Club Dues	Venmo		$130.00	$16,374.46	Dues	
6/4/23			Calendar Fundraiser	Venmo		$1,000.00	$17,374.46	Calendar Fundraiser	
6/4/23			Calendar Fundraiser	Venmo		$1,000.00	$18,374.46	Calendar Fundraiser	
6/4/23	Journal Entry 1		Calendar Funds to FL player accts	JRE	$3,222.00		$15,152.46	Calendar Fundraiser	Y
6/4/23	Journal Entry 1		Calendar Funds to FL player accts	JRE		$3,222.00	$18,374.46	Florida Trip	Y
6/4/23			Calendar Fundraiser	Venmo		$3,691.00	$22,065.46	Calendar Fundraiser	
6/4/23			Calendar Fundraiser	Venmo		$2,000.00	$24,065.46	Calendar Fundraiser	
6/9/23			Booster Club Dues	Deposit		$185.00	$24,250.46	Dues	Y
6/9/23			Calendar Fundraiser	Deposit		$230.00	$24,480.46	Calendar Fundraiser	Y
6/12/23			Booster Club Dues	Venmo		$180.00	$24,660.46	BC Dues	
6/12/23			Calendar Fundraiser	Venmo		$50.00	$24,710.46	Calendar Fundraiser	
6/16/23	Art in Bloom	DC	Flowers in sympathy of Scott Lampkin	Debit Card	$86.03		$24,624.43	Misc.	Y
6/21/23	Dulce Jimenez		Accidental payment to OVBC	Venmo		$45.00	$24,669.43	Misc.	
6/21/23	Dulce Jimenez		Reimb accidental payment	Venmo	$45.00		$24,624.43	Misc.	
6/21/23	Various gifts		Benevolence collected for Lampkins	Venmo		$580.00	$25,204.43	Misc.	
6/28/23	Sam's Club	DC	Concessions supplies	Debit Card	$890.89		$24,313.54	Game Concessions	Y
6/28/23	Walmart.com	DC	Concessions supplies	Debit Card	$136.97		$24,176.57	Game Concessions	Y
6/30/23	Venmo Trx - April Kidwell		FL payment for Ella	Venmo		$120.00	$24,296.57	Florida Trip	
6/30/23	Various gifts		In-memoriam donations for Scott Lampkin	Venmo		$762.00	$25,058.57	Misc.	Y
6/30/23	Thesesa Moon		In-memoriam donations for Scott Lampkin	Deposit		$75.00	$25,133.57	Misc.	Y
7/1/23	KSA Events	DC	FL installment	Debit Card	$5,460.11		$19,673.46	Florida Trip	Y
7/3/23	Walmart.com	DC	Concessions supplies	Debit Card	$100.99		$19,572.47	Game Concessions	Y
7/3/23	Sam's Club	DC	Concessions supplies	Debit Card	$23.48		$19,548.99	Game Concessions	Y
7/10/23	KSA Events	DC	Final FL installment	Debit Card	$109.06		$19,439.93	Florida Trip	Y
7/17/23	Dawn McLerran		In-memoriam donations for Scott Lampkin	Deposit		$150.00	$19,589.93	Misc.	Y
7/17/23	Venmo Trx - Lauren Stevens		Alexa K booster dues	Venmo		$65.00	$19,654.93	BC Dues	
7/19/23	Nichole Hilliard	Venmo	Gift cards for Lampkins from team donations	Venmo	$587.59		$19,067.34	Misc.	Y
7/19/23	Venmo Trx - Various		Booster dues	Venmo		$835.00	$19,902.34	BC Dues	
7/21/23	Amazon		Supplies for PowderPuff Fundraiser	Debit Card	$91.42		$19,810.92	Powder Buff Fundraiser	
7/22/23	Venmo Trx - Wicks (split), Glenn		Florida payments	Venmo		$1,022.00	$20,832.92	Florida Trip	
7/22/23	Venmo Trx - Wicks (split)		Min Cal fundraiser for FL	Venmo		$50.00	$20,882.92	Calendar Fundraiser	
7/22/23	Venmo Trx - Various		Booster dues	Venmo		$250.00	$21,132.92	BC Dues	
7/22/23	Amazon	DC	Concessions supplies	Venmo	$28.68		$21,104.24	Game Concessions	
7/23/23	Venmo Trx - Hubler		Booster dues	Venmo		$65.00	$21,169.24	BC Dues	
7/23/23	Venmo Trx - Mueller (split)		Florida payments	Venmo		$700.00	$21,869.24	Florida Trip	
7/23/23	Venmo Trx - Mueller (split)		Min Cal fundraiser for FL	Venmo		$50.00	$21,919.24	Calendar Fundraiser	
7/25/23	Photographic Designs	1615	Senior Banner Pics	Check	$895.00		$21,024.24	Senior Posters/Programs	
7/25/23	Various - Cash/Checks		Extra Practice Shirts	Deposit		$94.00	$21,118.24	Practice Shirts	
7/25/23	Fuss/Dean		BC dues	Deposit		$130.00	$21,248.24	BC Dues	
7/25/23	Meghann Kannett (split)	1616	Lulu shorts (49 pairs)	check	$2,299.55		$18,948.69	Team Gear	
7/25/23	Meghann Kannett (split)	1616	Lulu shorts (2 pairs for calendar FR prizes)	check	$102.00		$18,846.69	Calendar Fundraiser	
7/25/23	BSN Sports	1617	Hoodies/Drifits for Calendar FR prizes	check	$387.91		$18,458.78	Calendar Fundraiser	
7/26/23	KSA Events	DC	Add-on attendee: new senior	Debit Card	$569.00		$17,889.78	Florida Trip	
7/26/23	Photographic Designs	1618	Senior Banner Pics	Check	$125.00		$17,764.78	Senior Posters/Programs	
7/27/23	Venmo Trx - Kidwell (split)		Florida payment	Venmo		$630.00	$18,394.78	Florida Trip	
7/27/23	Venmo Trx - Kidwell (split)		Min Cal fundraiser for FL	Venmo		$50.00	$18,444.78	Calendar Fundraiser	
7/28/23	Sam's Club	DC	Concessions supplies	Debit Card	$67.95		$18,376.83	Game Concessions	
8/2/23	Venmo Trx - Spratt, Gilstrap		Florida payments	Venmo		$785.00	$19,161.83	Florida Trip	
8/2/23	Venmo Trx - Marlow		BC dues	Venmo		$65.00	$19,226.83	BC Dues	
8/2/23	Emilia Hudson		7th grade away game grab bags	Venmo	$57.25		$19,169.58	Away Game Grab Bags	
8/2/23	Jessica Penn		7th grade away game grab bags	Venmo	$50.00		$19,119.58	Away Game Grab Bags	
8/2/23	Meghann Kannett		Varsity lunch - Jenks scrimmage	Venmo	$137.19		$18,982.39	Team Meals	
8/3/23	Meghann Kannett		The Art of Coaching (deduct from ohs charter b	Venmo	$129.99		$18,852.40	Florida Trip	
8/4/23	Marco's Pizza	DC	Concessions pizza	Debit Card	$39.17		$18,813.23	Game Concessions	
8/4/23	Hill, Bunn		Extra Practice Shirts	Deposit		$40.00	$18,853.23	Practice Shirts	
8/4/23	Dean		Florida payment	Deposit		$631.00	$19,484.23	Florida Trip	
8/4/23	Brown		BC dues	Deposit		$65.00	$19,549.23	BC Dues	
8/7/23	Walmart.com		Concessions supplies return	Debit Card		$26.57	$19,575.80	Game Concessions	
8/7/23	Kathleen Rawlinson		8th Grade Grab Bags	Venmo	$49.50		$19,526.30	Away Game Grab Bags	
8/8/23	Various		Extra Practice Shirts	Venmo		$792.00	$20,318.30	Practice Shirts	
8/8/23	Korb (split), Houston (split), Hendrix, Palmer		Florida payments	Venmo		$1,736.00	$22,054.30	Florida Trip	
8/8/23	Korb (split), Houston (split), Hendrix, Palmer		Min Cal fundraiser for FL	Venmo		$100.00	$22,154.30	Calendar Fundraiser	
8/8/23	Bank Withdrawal		Concessions Change	Venmo	$300.00		$21,854.30	Game Concessions	
8/9/23	Walmart.com		Concessions supplies	Debit Card	$50.28		$21,804.02	Game Concessions	
8/11/23	Cooksey (split), Fenner (split)		Min Cal fundraiser for FL	Venmo		$100.00	$21,904.02	Calendar Fundraiser	
8/11/23	Cooksey (split), Fenner (split), Hill, Rhodes		Florida payments	Venmo		$2,315.00	$24,219.02	Florida Trip	
8/11/23	Fenner		BC dues	Venmo		$65.00	$24,284.02	BC Dues	
8/11/23	Tanja Buccholz	1619	Locker Room Decor	Check	$150.82		$24,133.20	Locker Rooms	
8/11/23	Ella Karns	1620	Senior dress pics	check	$300.00		$23,833.20	Senior Posters/Programs	
8/11/23	Lyndsay Swindell		Tournament Hospitality	Venmo	$186.87		$23,646.33	Hospitality Room	
8/14/23	Hill	Cash	Extra Practice Shirts	Deposit		$25.00	$23,671.33	Practice Shirts	
8/14/23	Hagedorn	Ck	Florida payment	Deposit		$790.00	$24,461.33	Florida Trip	
8/14/23	Concessions 8/8, 8/11 + $50 change r	Cash	Concessions	Deposit		$868.10	$25,329.43	Game Concessions	

8/14/23	Emilia Hudson			7th grade away game grab bags	Venmo	$46.90		$25,282.53	Away Game Grab Bags
8/14/23	Marco's Pizza	DC		Concessions pizza	Debit Card	$39.17		$25,243.36	Game Concessions
8/14/23	Marco's Pizza	DC		Concessions pizza	Debit Card	$48.96		$25,194.40	Game Concessions
8/14/23	Stephanie DeCoster			8th grade away game grab bags	Venmo	$31.24		$25,163.16	Away Game Grab Bags
8/14/23	Carly Butler (split)			Min Cal fundraiser for FL	Venmo		$50.00	$25,213.16	Calendar Fundraiser
8/14/23	Butler (split), Wicks, Spratt, Noble			Florida payments	Venmo		$1,485.00	$26,698.16	Florida Trip
8/15/23	Bishop (split), Nodine (split)			Min Cal fundraiser for FL	Venmo		$100.00	$26,798.16	Calendar Fundraiser
8/15/23	Bishop (split), Nodine (split), Korb			Florida payments	Venmo		$2,085.00	$28,883.16	Florida Trip
8/15/23	Dawn Allen			Locker Room Decor/Snacks	Venmo	$157.24		$28,725.92	Locker Rooms
8/15/23	Sam's Club			Concession supplies	Debit Card	$36.03		$28,689.89	Game Concessions
8/15/23	Walmart.com			Concession supplies	Debit Card	$76.07		$28,613.82	Game Concessions
8/15/23	Sam's Club			Concession supplies	Debit Card	$78.47		$28,535.35	Game Concessions
8/15/23	Colvin (split)			Min Cal fundraiser for FL	Venmo		$50.00	$28,585.35	Calendar Fundraiser
8/15/23	Colvin (split)			Florida payment	Venmo		$800.00	$29,385.35	Florida Trip
8/15/23	Marco's Pizza			Student Attendee Incentive Pizza	Debit Card	$48.96		$29,336.39	Misc.
8/17/23	Ashwood (Noble)			Florida payment	Venmo		$175.00	$29,511.39	Florida Trip
8/17/23	Various			Student Attendee Incentive Pizza donations	Venmo		$50.00	$29,561.39	Misc.
8/18/23	Kelli Wawrzonek			Locker Room Decor/Snacks	Venmo	$190.00		$29,371.39	Locker Rooms
8/18/23	Vera (split)			Min Cal fundraiser for FL	Venmo		$50.00	$29,421.39	Calendar Fundraiser
8/18/23	Vera (split), Butler			Florida payment	Venmo		$1,100.00	$30,521.39	Florida Trip
8/18/23	Butler			Student Attendee Incentive Pizza donations	Venmo		$5.00	$30,526.39	Misc.
8/21/23	Penn, Houston			Floriday payments	Venmo		$586.00	$31,112.39	Florida Trip
8/21/23	Osten (split)			Min Cal fundraiser for FL	Deposit		$50.00	$31,162.39	Calendar Fundraiser
8/21/23	Osten (split)			Florida payments	Deposit		$2,450.00	$33,612.39	Florida Trip
8/21/23	Anonymous			Concessions 8/14, 8/15, 8/18 games	Deposit		$958.71	$34,571.10	Game Concessions
8/21/23	Dawn Allen			Locker Room Decor/Snacks	Venmo	$64.15		$34,506.95	Locker Rooms
8/21/23	All Star Sportswear		1621	Extra Practice Shirts	Check	$946.69		$33,560.26	Practice Shirts
8/21/23	All Star Sportswear		1621	Practice Shirts Order	Check	$1,825.21		$31,735.05	Practice Shirts
8/21/23	Marco's Pizza			Concessions pizza	Debit Card	$29.38		$31,705.67	Game Concessions
8/21/23	Sam's Club			Concession supplies	Debit Card	$114.65		$31,591.02	Game Concessions
8/23/23	Emilia Hudson			7th grade away game grab bags	Venmo	$21.68		$31,569.34	Away Game Grab Bags
8/23/23	Village Travel		1623	FL driver hotel	Check	$552.76		$31,016.58	Florida Trip
8/27/23	Marco's Pizza			Concessions pizza	Debit Card	$29.38		$30,987.20	Game Concessions
8/25/23	Sam's Club			Concession supplies	Debit Card	$68.92		$30,918.28	Game Concessions
8/25/23	Sam's Club			Concession supplies	Debit Card	$148.41		$30,769.87	Game Concessions
8/28/23	Meghann Kannett		1622	FL meals	Check	$4,000.00		$26,769.87	Florida Trip
8/28/23	Melene Colvin			Varsity coolers- BA tournament	Venmo	$84.81		$26,685.06	Varsity Coolers
8/28/23	Sam's Club			Concessions supplies	Debit Card	$208.53		$26,476.53	Game Concessions
8/29/23	Walmart.com			Concessions soda	Debit Card	$76.07		$26,400.46	Game Concessions
8/29/23	TAPPlastics.com (fraudulent?)			Fraudulent?	Debit Card	$58.00		$26,342.46	Misc.
8/29/23	BOK			Bank reversal for fraudulent charge	Bank Autodraft		$58.00	$26,400.46	Misc.
8/31/23	Tanja Buccholz			Locker Room Decor/Snacks	Venmo	$41.20		$26,359.26	Locker Rooms
8/31/23	Stacie Ashwood			Locker room decor	Venmo	$149.56		$26,209.70	Locker Rooms
9/1/23	Sam's Club			Concessions supplies	Debit Card	$85.73		$26,123.97	Game Concessions
9/2/23	Marco's Pizza			Concessions pizza	Debit Card	$29.38		$26,094.59	Game Concessions
9/2/23	Marco's Pizza			Concessions pizza	Debit Card	$29.38		$26,065.21	Game Concessions
9/2/23	Sam's Club			Concessions supplies	Debit Card	$20.13		$26,045.08	Game Concessions
9/5/23	Meghann Kannett		1624	FL meals (remaining reimb on personal cc)	Check	$2,438.73		$23,606.35	Florida Trip
9/6/23	Bank Withdrawal			1s for concession change	Cash	$100.00		$23,506.35	Game Concessions
9/6/23	Amanda Miles			8th grade hospitality room	Venmo	$182.72		$23,323.63	Hospitality Room
9/7/23	Bank Deposit			Petty cash return	Deposit		$50.00	$23,373.63	Game Concessions
9/7/23	Anonymous			Concession sales: 8/21, 8/28, 9/5, & 9/6	Deposit		$1,823.00	$25,196.63	Game Concessions
9/7/23	Olivia Falter			Sr banner purchase	Deposit		$40.00	$25,236.63	Senior Posters/Programs
9/7/23	Anonymous			Practice Shirt purchased	Deposit		$5.00	$25,241.63	Practice Shirts
9/7/23	Christina Glenn			BOK bank bag reimbursement	Venmo	$5.00		$25,236.63	Misc.
9/9/23	Walmart.com			Concessions soda	Debit Card	$38.03		$25,198.60	Game Concessions
9/10/23	Marco's Pizza			Concessions pizza	Debit Card	$29.38		$25,169.22	Game Concessions
9/10/23	Steven Hudson			7th grade away game grab bags	Venmo	$18.86		$25,150.36	Away Game Grab Bags
9/11/23	Kathleen Rawlinson			8th grade away game grab bags	Venmo	$53.39		$25,096.97	Away Game Grab Bags
9/11/23	Cady Mitchell			9-12 away game grab bags	Venmo	$121.81		$24,975.16	Away Game Grab Bags
9/11/23	Daniel Fenner			Varsity tournament coolers	Venmo	$168.10		$24,807.06	Varsity Coolers
9/12/23	Marco's Pizza			Concessions pizza	Debit Card	$29.38		$24,777.68	Game Concessions
9/12/23	Sam's Club			Concessions supplies	Debit Card	$180.15		$24,597.53	Game Concessions
9/15/23	Mike Osten			Away game snack bags 9th-V	Venmo	$109.74		$24,487.79	Away Game Grab Bags
9/15/23	Amy Houston			Away game snack bags 9th-V	Venmo	$181.01		$24,306.78	Away Game Grab Bags
9/16/23	Sam's Club			Concessions supplies	Debit Card	$128.83		$24,177.95	Game Concessions
9/16/23	Sam's Club			Concessions supplies	Debit Card	$79.06		$24,098.89	Game Concessions
9/16/23	Sam's Club			Concessions supplies	Debit Card	$16.25		$24,082.64	Game Concessions
9/17/23	Marco's Pizza			Concessions pizza	Debit Card	$29.38		$24,053.26	Game Concessions
9/18/23	Clarissa Laney			Varsity Tournament Hospitality (2 days)	Venmo	$501.54		$23,551.72	Hospitality Room
9/18/23	Emilia Hudson			7th grade away game snack bags	Venmo	$28.47		$23,523.25	Away Game Grab Bags
9/18/23	Carol Rhodes			HS away game snack bags	Venmo	$176.48		$23,346.77	Away Game Grab Bags
9/18/23	Jessica Bishop			Sr programs	Venmo	$251.00		$23,095.77	Senior Posters/Programs
9/18/23	Daniel Fenner			Varsity tournament coolers	Venmo	$173.55		$22,922.22	Varsity Coolers
9/19/23	Carol Rhodes			Tacowasso vouchers	Venmo		$50.00	$22,972.22	Powder Buff Fundraiser
9/19/23	Eric Miller			Tacowasso vouchers	Venmo		$50.00	$23,022.22	Powder Buff Fundraiser
9/19/23	Carrie Gilstrap			Tacowasso vouchers	Venmo		$100.00	$23,122.22	Powder Buff Fundraiser
9/21/23	Anonymous			Concessions proceeds 9/15,9/16, 9/18	Deposit		$828.00	$23,950.22	Game Concessions
9/21/23	Fuss			Tacowasso vouchers	Deposit		$50.00	$24,000.22	Powder Buff Fundraiser
9/25/23	Anonymous			Concessions proceeds 9/21 & 9/22	Deposit		$615.99	$24,616.21	Game Concessions
9/25/23	Galyean			Tacowasso vouchers	Deposit		$50.00	$24,666.21	Powder Buff Fundraiser
9/25/23	Various			Team registrations	Venmo		$240.00	$24,906.21	Powder Buff Fundraiser
9/25/23	Various			Tacowasso vouchers	Venmo		$1,250.00	$26,156.21	Powder Buff Fundraiser
9/25/23	Stephanie DeCoster			8th grade away game snack bags	Venmo	$30.91		$26,125.30	Away Game Grab Bags
9/25/23	Marco's Pizza			Concessions pizza	Debit Card	$19.85		$26,105.45	Game Concessions
9/25/23	Marco's Pizza			Concessions pizza	Debit Card	$49.62		$26,055.83	Game Concessions
9/25/23	Carol Rhodes			Sr Night flowers	Venmo	$115.99		$25,939.84	Senior Night
9/25/23	Stephanie DeCoster			8th grade away game snack bags	Venmo	$36.99		$25,902.85	Away Game Grab Bags
9/25/23	Emilia Hudson			7th grade away game snack bags	Venmo	$33.66		$25,869.19	Away Game Grab Bags
9/26/23	Various			Tacowasso vouchers	Venmo		$100.00	$25,969.19	Powder Buff Fundraiser
9/26/23	Mike Scorsone			9th grade tournament hospitality	Venmo	$122.28		$25,846.91	Hospitality Room
9/26/23	Meghann Kannett			Reimb Sr blanket gifts (deduct from ohs charter	Venmo	$190.45		$25,656.46	Florida Trip
9/26/23	Kristen Pike			Reimb double payment of vouchers	Venmo	$50.00		$25,606.46	Powder Buff Fundraiser
9/24/23	Walmart.com			concessions supplies	Debit Card	$21.16		$25,585.30	Game Concessions
9/24/23	Walmart.com			conessions supplies	Debit Card	$45.33		$25,539.97	Game Concessions
9/29/23	Marco's Pizza			Concessions pizza	Debit Card	$49.62		$25,490.35	Game Concessions
9/29/23	Marco's Pizza			Concessions pizza	Debit Card	$49.62		$25,440.73	Game Concessions
9/30/23	Allen, Miller			Team registrations	Venmo		$120.00	$25,560.73	Powder Buff Fundraiser

9/30/23	Lampkin, Spratt, Novara	Tacowasso vouchers	Venmo			$200.00	$25,760.73	Powder Buff Fundraiser
10/2/23	Various	Tacowasso vouchers	Venmo			$340.00	$26,100.73	Powder Buff Fundraiser
10/2/23	Bank	Petty cash for PBV gate admission	Withdrawal		$100.00		$26,000.73	Powder Buff Fundraiser
10/2/23	Tacowasso Food Truck	tacowasso pymt: Vouchers cashed in & due	Debit Card		$970.00		$25,030.73	Powder Buff Fundraiser
10/2/23	Swindell	Tacowasso vouchers	Venmo			$30.00	$25,060.73	Powder Buff Fundraiser
10/3/23	Various	Vouchers/team registration/tshirt/gate admissi	Deposit			$485.00	$25,545.73	Powder Buff Fundraiser
10/3/23	Anonymous	Cash used for tacowasso pymt	Deposit		$374.00	$0.00	$25,171.73	Powder Buff Fundraiser
10/3/23	Bank	PBV petty cash return	Deposit			$100.00	$25,271.73	Powder Buff Fundraiser
10/3/23	Anonymous	Concessions 9/25 & 9/27	Deposit			$773.00	$26,044.73	Game Concessions
10/3/23	Laura Hendrix	Sr. Night paint	Venmo		$88.78		$25,955.95	Senior Night
10/3/23	Susan St. John	Reimb Sr blanket gifts (deduct from ohs charter	Venmo		$70.00		$25,885.95	Florida Trip
10/3/23	Amy Houston	Reimb Sr night gift cards	Venmo		$525.00		$25,360.95	Senior Night
10/3/23	Baja Jack's	Senior Night Meal	Debit Card		$955.55		$24,405.40	Senior Night
10/3/23	Osten	Tacowasso vouchers	Venmo			$100.00	$24,505.40	Powder Buff Fundraiser
10/3/23	Lyndsay Swindell	9/21 lockers	Venmo		$157.85		$24,347.55	Locker Rooms
10/3/23	Lyndsay Swindell	9th tournament hospitality	Venmo		$42.57		$24,304.98	Hospitality Room
10/5/23	Scorsone, Gilstrap, Miller	Concessions items purchased at end of season	Venmo			$225.00	$24,529.98	Game Concessions
10/6/23	Jessica Penn	Sr night dinner flowers	Venmo		$84.87		$24,445.11	Senior Night
10/6/23	Dawn Allen	Sr night supplies	Venmo		$125.00		$24,320.11	Senior Night
10/6/23	Dawn Allen	Banquet plates, cups, napkins, cutlery	Venmo		$167.71		$24,152.40	Banquet
10/7/23	Amy Houston	Sr. night supplies	Venmo		$118.90		$24,033.50	Senior Night
10/9/23	Walmart.com	Concessions	Debit Card		$78.88		$23,954.62	Game Concessions
10/9/23	Asha Phelps	PBV tshirt profits	Venmo			$180.00	$24,134.62	Powder Buff Fundraiser
10/9/23	Neighbors in Need	10% Portion of PBV profits	Ck 1625		$225.00		$23,909.62	Powder Buff Fundraiser
10/9/23	Carrie Gilstrap	Candy returned for regionals concessions	Venmo		$75.00		$23,834.62	Game Concessions
10/9/23	Lacey Miller	Candy returned for regionals concessions	Venmo		$75.00		$23,759.62	Game Concessions
10/9/23	Sam's Club	Concessions supplies	Debit Card		$31.87		$23,727.75	Game Concessions
10/9/23	Marco's Pizza	Concessions pizza	Debit Card		$49.62		$23,678.13	Game Concessions
10/9/23	Jillie Chavez	8th grade end-of-season party	Venmo		$271.71		$23,406.42	7th/8th Grade End of Season
10/10/23	Tanja Buccholz	Tacowasso vouchers	Venmo			$50.00	$23,456.42	Powder Buff Fundraiser
10/11/23	Kidwell	Tacowasso vouchers	Deposit			$40.00	$23,496.42	Powder Buff Fundraiser
10/11/23	Anonymous	10/3, 10/5, 10/10 concessions + cash returned t	Deposit			$1,383.60	$24,880.02	Game Concessions
10/11/23	Fuss, Lampkin	BC Tshirts	Deposit			$100.00	$24,980.02	T-shirts Fundraiser
10/11/23	Carly Pallett	7th grade end-of-season party	Ck 1626		$310.88		$24,669.14	7th/8th Grade End of Season
10/12/23	Carrie Gilstrap	Concessions bought back	Venmo			$50.00	$24,719.14	Game Concessions
10/12/23	Various	BC tshirts sold	Venmo			$786.00	$25,505.14	T-shirts Fundraiser
10/12/23	Brooklyn Williams	Practice shirts	Venmo			$24.00	$25,529.14	Practice Shirts
10/12/23	Various	State-bound Tshirts ordered	Venmo			$344.00	$25,873.14	Team Shirts by grade/team/State
10/13/23	DeeAnn Wicks	9/28 locker rooms/snacks	Venmo		$200.47		$25,672.67	Locker Rooms
10/13/23	Carnley	BC tshirts sold	Venmo			$50.00	$25,722.67	T-shirts Fundraiser
10/13/23	Susan Dean	State shirt overpayment refund	Venmo		$14.00		$25,708.67	Team Shirts by grade/team/State
10/13/23	Various	State shirts	Venmo			$158.00	$25,866.67	Team Shirts by grade/team/State
10/13/23	Meghann Kannett	7th-9th conf tournament hospitality	Venmo		$49.23		$25,817.44	Hospitality Room
10/13/23	Meghann Kannett	Regionals lunch (deduct from FL bal)	Venmo		$229.52		$25,587.92	Florida Trip
10/18/23	Emma Neighbors	Team donuts for state	Venmo		$25.87		$25,562.05	State Tournament
10/18/23	Various	State Shirts	Venmo			$218.00	$25,780.05	Team Shirts by grade/team/State
10/18/23	Seal	BC tshirt	Venmo			$25.00	$25,805.05	T-shirts Fundraiser
10/18/23	Various	Banquet ticket sales	Venmo			$375.00	$26,180.05	Banquet
10/23/23	Meghann Kannett	State snacks	Venmo		$34.32		$26,145.73	State Tournament
10/23/23	Meghann Kannett	State donuts (deduct from FL bal)	Venmo		$52.35		$26,093.38	Florida Trip
10/23/23	Stacie Ashwood	10/5 locker room snacks	Venmo		$35.95		$26,057.43	Locker Rooms
10/23/23	Various	State Shirts	Venmo			$72.00	$26,129.43	Team Shirts by grade/team/State
10/23/23	Colvin	Powder Buff team reg (partial)	Venmo			$50.00	$26,179.43	Powder Buff Fundraiser
10/23/23	All Star Sportswear	BC tshirts		1627	$632.42		$25,547.01	T-shirts Fundraiser
10/23/23	All Star Sportswear	Travel shirts (team gear)		1627	$352.73		$25,194.28	Team Gear
10/23/23	All Star Sportswear	Florida shirts		1627	$570.80		$24,623.48	Florida Trip
10/23/23	All Star Sportswear	Team Tshirts 7th-12th grades		1627	$1,187.18		$23,436.30	Team Shirts by grade/team/State
10/23/23	Tanja Buccholz	Banquet decor		1628	$362.08		$23,074.22	Banquet
10/23/23	Tanja Buccholz	Banquet napkins		1628	$35.70		$23,038.52	Banquet
10/24/23	Thor	State shirts	Deposit			$54.00	$23,092.52	Team Shirts by grade/team/State
10/24/23	Dean	banquet ticket sales	Deposit			$60.00	$23,152.52	Banquet
10/24/23	Baker	BC tshirts	Deposit			$50.00	$23,202.52	T-shirts Fundraiser
10/30/23	Miller	State shirts	Venmo			$36.00	$23,238.52	Team Shirts by grade/team/State
10/30/23	Various	banquet ticket sales	Venmo			$840.00	$24,078.52	Banquet
11/1/23	Clarissa Laney	Banquet desserts	Venmo		$203.46		$23,875.06	Banquet
11/2/23	Bobby Sordo	Regionals dinner		1629	$300.00		$23,575.06	Team Meals
11/2/23	Bobby Sordo	Banquet meal		1629	$1,700.00		$21,875.06	Banquet
11/3/23	Meghann Kannett	Banquet framed pic gifts (deduct from FL bal)	Venmo		$329.08		$21,545.98	Florida Trip
11/3/23	Kari Dean	Banquet desserts		1631	$109.65		$21,436.33	Banquet
11/4/23	Nicole Nodine	Banquet drinks	Venmo		$61.93		$21,374.40	Banquet
11/4/23	Ashley Mueller	Banquet coaches gifts	Venmo		$482.43		$20,891.97	Banquet
11/28/23	Isaacs	PBV taco truck tickets	Venmo			$50.00	$20,941.97	Powder Buff Fundraiser
11/30/23	Tiffanie Palmer	Banquet video	Venmo		$200.00		$20,741.97	Banquet
11/30/23	All-Star Sportswear	Coach state shirts (deduct from FL bal)		1632	$171.58		$20,570.39	Florida Trip
11/30/23	All-Star Sportswear	Players & Parent-ordered state shirts		1632	$1,179.83		$19,390.56	Team Shirts by grade/team/State
11/30/23	OHS Athletics Dept	Remainder of FL charter bus balance		1633	$1,554.34		$17,836.22	Florida Trip

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Takedown Club, DBA Owasso Wrestling Booster Club

Organization's address: PO Box 2364
Owasso, Ok 74055

Organization's federal ID#: 88-2561607

Organization's representative From whom additional Information can be obtained: Heather Pollock

Applicant's phone# & e-mail: heatherpollock96@gmail.com

Statement of purpose and goals:

The Owasso Wrestling Booster Club is dedicated to supporting and enhancing the Owasso's wrestling program. Our primary goal is to provide resources, encouragement and opportunities for student-athletes to excel both on and off the mat.

Describe your organizational structure and membership requirements:
OTC consist of a executive board of officers: President - Heather Pollock, VP - JC Hubbard, Treasure - Kali Cary, Secretary - Katie Tessman as well as two reps from each program. Parents are encouraged to join but membership is voluntary

Describe how the District and its students will benefit if the organization is sanctioned:
Overall, sanctioning the Owasso Wrestling Booster Club would create a win-win situation for the district and its students by providing increased support for the wrestling program, fostering community engagement, promoting student development and enhancing the long-term stability of the program

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Takedown Club
Name of Applicant (Organization)

4/15/24
Date

Heather Caldwell
Signature of Applicant representative

Approval (Board of Education)

Date

Owasso Takedown Club FY 2023

Income and Expense Report

09/01/2023 - 08/31/2024

Starting balance as of 09/01/2023			**$15,767.03**
Membership Dues	**Income**	**Expenses**	**Net**
Membership Fees	$1,887.08	-$408.00	$1,479.08
Youth Registration Fees	$12,420.00	-$1,140.00	$11,280.00
Freestyle Registration Fees	-	-	-
Membership Dues Totals	**$14,307.08**	**-$1,548.00**	**$12,759.08**
Fundraisers	**Income**	**Expenses**	**Net**
Wrestling Tournaments	**Income**	**Expenses**	**Net**
Freestyle/Greco Tournament	-	-	-
Youth Tournament	$32,038.34	-$13,380.93	$18,657.41
Highschool Dual Tournament	$1,100.00	-$1,360.16	-$260.16
Highschool Concessions	$3,416.40	-$1,287.92	$2,128.48
Girls Dual Tournament	$1,900.00	-$2,054.39	-$154.39
Wrestling Tournaments Totals	**$38,454.74**	**-$18,083.40**	**$20,371.34**
Camps/Clinics	**Income**	**Expenses**	**Net**
Elite Camp	-	-	-
K-6 Agility Camp	-	-	-
Camps/Clinics Totals	-	-	-
FanPledge Event	$17,487.50	-$87.74	$17,399.76
GoFundMe	-	-	-
Meat Raffle	$2,383.00	-$1,506.97	$876.03
Old Gear/T-shirts Sales	$495.00	-	$495.00
Fundraisers Totals	**$58,820.24**	**-$19,678.11**	**$39,142.13**
Operating Costs	**Income**	**Expenses**	**Net**
Misc. Equipment (mat tape, first aid kit, sanitizer)	$38.43	-$2,028.02	-$1,989.59
Ram Academy Rent	-	-	-
Youth Coach Travel Expenses	$50.00	-$1,475.49	-$1,425.49
Youth Mats	-	-	-
Coaches USA Cards	-	-$300.00	-$300.00
TrackWrestling/Flo Accounts	$150.00	-$965.00	-$815.00
Coaches Gear	-	-	-
JH Gear (singlets, backpacks, warmups)	-	-$4,787.00	-$4,787.00
HS Gear (singlets, backpacks, warmups)	$40.00	-$919.71	-$879.71
Wrestling Room Upgrades (bleachers, weights, racks)	-	-$1,610.98	-$1,610.98
JH/HS Meals	$406.44	-$7,943.79	-$7,537.35
Mat Boss	-	-	-
Girls Gear (t-shirt, shorts)	-	-$1,843.82	-$1,843.82
Operating Costs Totals	**$684.87**	**-$21,873.81**	**-$21,188.94**

Coach Stipends	Income	Expenses	Net
HS Boys Head Coach	-	-	-
HS Boys Assistant Coach	-	-	-
HS Girls Head Coach	-	-	-
HS Girls Assistant Coach	-	-	-
JR High Head Coach	-	-	-
JR High Assistant Coach	-	-	-
Youth Head Coach	-	-	-
Youth Assistant Coach	-	-	-
Coach Stipends Totals	**-**	**-**	**-**
Scholarship/Donations	**Income**	**Expenses**	**Net**
Scholarship	-	-	-
Donations	$1,150.00	-	$1,150.00
Scholarship/Donations Totals	**$1,150.00**	**-**	**$1,150.00**
Administration	**Income**	**Expenses**	**Net**
Development Costs	**Income**	**Expenses**	**Net**
Gathering on Main	$85.00	-$80.43	$4.57
HS/JH Banquet (Sr Posters)	-	-$2,287.73	-$2,287.73
Misc. Program Development	$130.65	-$1,304.61	-$1,173.96
Youth Club (WOW gear, PINS)	-	-$239.25	-$239.25
Youth End of Season Party	-	-$767.30	-$767.30
Development Costs Totals	**$215.65**	**-$4,679.32**	**-$4,463.67**
Insurance	**Income**	**Expenses**	**Net**
OKUSA Club Sanctioned - Youth	-	-$150.00	-$150.00
OKUSA Club Sanctioned - Freestyle	-	-	-
OKWA Club Roster Fees - Youth	-	-$630.00	-$630.00
Insurance Totals	**-**	**-$780.00**	**-$780.00**
MoneyMinder	-	-	-
Office Supplies	-	-$59.03	-$59.03
PO Box	-	-	-
SOS and IRS fillings	-	-	-
Administration Totals	**$215.65**	**-$5,518.35**	**-$5,302.70**
Summer Tournaments	**Income**	**Expenses**	**Net**
Travel Expenses/Registrations	$289.42	-$3,982.49	-$3,693.07
Summer Tournaments Totals	**$289.42**	**-$3,982.49**	**-$3,693.07**
Tournament Registrations/Reimbursements	**Income**	**Expenses**	**Net**
Youth	$10,085.00	-$14,395.00	-$4,310.00
JH/HS	$1,485.00	-$5,670.20	-$4,185.20
Tournament Registrations/Reimbursements Totals	**$11,570.00**	**-$20,065.20**	**-$8,495.20**
Grand Totals			
	$87,037.26	**-$72,665.96**	**$14,371.30**

Increase in funds	$14,371.30
Funds available as of 08/31/2024	**$30,138.33**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Ator Booster Club

Organization's address: 1500 N Ash
Owasso, OK 74055

Organization's federal ID#: 73-1314752

Organization's representative From whom additional Information can be obtained: Tina Bushyhead

Applicant's phone# & e-mail: 918-706-6227 tina.bushyhead@owassops.org

Statement of purpose and goals:

The goal of the Ator Booster Club is to assist Ator Elementary Faculty/Students by purchasing playground equipment and other teacher and/or classroom needs. These needs include class sets of novels, art supplies, pencil sharpeners and various classroom items as needed.

The purpose of the boostar club is to fill in the gaps as the needs arise. The Booster Club will continue throughout the school year obtaining items for teachers and/or students as well as other building needs.

Describe your organizational structure and membership requirements:

We have a president, vice president, secretary and treasurer.

These are voting members and are elected yearly. The principal serves as the executive member.

The membership requirement states that you must have a child at our school.

Describe how the District and its students will benefit if the organization is sanctioned:

The District and its students benefit from the sanctioning of our organization in several ways.

Our organization purchases playground equipment, classroom sets of books as well as other needs, all of which are not paid by the district.

The students and teachers benefit directly from the items which are purchased in a timely manner.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Ator Booster Club
Name of Applicant (Organization)

4-18-24
Date

Signature of Applicant representative

Approval (Board of Education)

Date

ATOR BOOSTER CLUB 2023-2024 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,663.12*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$1,103.28	Back to school	($1,103.28)
Shirts (spirit wear)		$0.00	Shirts	$809.50	Shirts	($809.50)
Raffle Baskets		$0.00	Raffle Baskets	;	Raffle Baskets	
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$3,277.98	Popcorn & Pickles	$1,209.40	Popcorn & Pickles	$2,068.58
Walkathon		$8,424.52	Walkathon	$1,653.75	Walkathon	$6,770.77
Donations		$500.00	Donations	$0.00	Donations	$500.00
Sucker Sales		$2,213.00	Sucker Sales	$3,163.25	Sucker Sales	($950.25)
Santa Pics		$693.00	Santa Pics	$173.09	Santa Pics	$519.91
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$2,523.00	PE Skating	$2,610.00	PE Skating	($87.00)
Curriculum Nights		$0.00	Curriculum Nights	$471.81	Curriculum Nights	($471.81)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$2,843.40	Teacher Conf dinne	($2,843.40)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$1,093.51	Field trips	$1,082.00	Field trips	$11.51
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$0.00	Tailgate	$82.33	Tailgate	($82.33)
Teacher Apprec.		$0.00	Teacher Appreciatio	$1,722.26	Teacher Appreciatic	($1,722.26)
5th Graduation		$0.00	5th Grade Grad	$142.30	5th Grade Grad	($142.30)
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$1,355.20	Teacher's Request	($1,355.20)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Retun fee		$0.00	Return fee	$86.48	Return fee	($86.48)
Total		**$22,388.13**	**Total**	$18,508.05	**Total**	**$3,880.08**

Bank Statement 7/31/2023

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2023-2024 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,880.08*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$85.00	Back to school	($85.00)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$0.00	Raffle Baskets	
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$1,050.00	Popcorn & Pickles	$195.32	Popcorn & Pickles	$854.68
Walkathon		$0.00	Walkathon	$0.00	Walkathon	$0.00
Donations		$0.00	Donations	$0.00	Donations	$0.00
Sucker Sales		$0.00	Sucker Sales	$0.00	Sucker Sales	$0.00
Santa Pics		$0.00	Santa Pics	$0.00	Santa Pics	$0.00
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$0.00	Curriculum Nights	$0.00
Teacher Conf dinner		$0.00	Teacher Conf dinner	$0.00	Teacher Conf dinne	$0.00
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$0.00	Field trips	$0.00	Field trips	$0.00
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$200.00	Tailgate	$0.00	Tailgate	$200.00
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$35.00	Teacher's Request	($35.00)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$50.00	Teacher $50 GC	$1,700.00	Teacher $50 GC	($1,650.00)
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Retun fee		$0.00	Return fee	$0.00	Return fee	$0.00
Total		**$5,180.08**	**Total**	$2,015.32	**Total**	**$3,164.76**
						Bank Statement 8/31/2023

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2023-2024 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,880.08*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$85.00	Back to school	($85.00)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$0.00	Raffle Baskets	
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,085.40	Popcorn & Pickles	$195.32	Popcorn & Pickles	$1,890.08
Walkathon		$0.00	Walkathon	$31.84	Walkathon	($31.84)
Donations		$0.00	Donations	$0.00	Donations	$0.00
Sucker Sales		$0.00	Sucker Sales	$771.00	Sucker Sales	($771.00)
Santa Pics		$0.00	Santa Pics	$0.00	Santa Pics	$0.00
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$113.36	Curriculum Nights	($113.36)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$0.00	Teacher Conf dinne	$0.00
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$0.00	Field trips	$0.00	Field trips	$0.00
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$200.00	Tailgate	$271.80	Tailgate	($71.80)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$185.20	Teacher's Request	($185.20)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$50.00	Teacher $50 GC	$1,700.00	Teacher $50 GC	($1,650.00)
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Retun fee		$0.00	Return fee	$0.00	Return fee	$0.00
Total		**$6,215.48**	**Total**	$3,353.52	**Total**	**$2,861.96**

Bank Statement 9/30/2023

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2023-2024 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,880.08*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$85.00	Back to school	($85.00)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$100.00	Raffle Baskets	
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,197.65	Popcorn & Pickles	$371.58	Popcorn & Pickles	$1,826.07
Walkathon		$9,154.14	Walkathon	$571.07	Walkathon	$8,583.07
Donations		$0.00	Donations	$0.00	Donations	$0.00
Sucker Sales		$771.00	Sucker Sales	$771.00	Sucker Sales	$0.00
Santa Pics		$0.00	Santa Pics	$0.00	Santa Pics	$0.00
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$113.36	Curriculum Nights	($113.36)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$1,144.04	Teacher Conf dinne	($1,144.04)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$0.00	Field trips	$341.00	Field trips	($341.00)
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$200.00	Tailgate	$271.80	Tailgate	($71.80)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$490.06	Teacher's Request	($490.06)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$50.00	Teacher $50 GC	$1,700.00	Teacher $50 GC	($1,650.00)
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Retun fee		$0.00	Return fee	$0.00	Return fee	$0.00
Total		**$16,252.87**	**Total**	$5,958.91	**Total**	**$10,293.96**

Bank Statement 10/31/2023

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2023-2024 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,880.08*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$85.00	Back to school	($85.00)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$71.00	Raffle Baskets	$100.00	Raffle Baskets	
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,249.65	Popcorn & Pickles	$483.94	Popcorn & Pickles	$1,765.71
Walkathon		$9,368.14	Walkathon	$596.07	Walkathon	$8,772.07
Donations		$560.00	Donations	$0.00	Donations	$560.00
Sucker Sales		$771.00	Sucker Sales	$771.00	Sucker Sales	$0.00
Santa Pics		$0.00	Santa Pics	$0.00	Santa Pics	$0.00
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$113.36	Curriculum Nights	($113.36)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$1,144.04	Teacher Conf dinne	($1,144.04)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$292.00	Field trips	$1,051.00	Field trips	($759.00)
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$200.00	Tailgate	$271.80	Tailgate	($71.80)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$1,146.16	Teacher's Request	($1,146.16)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$50.00	Teacher $50 GC	$1,700.00	Teacher $50 GC	($1,650.00)
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Retun fee		$0.00	Return fee	$0.00	Return fee	$0.00
Total		**$17,441.87**	**Total**	$7,462.37	**Total**	**$9,979.50**

Bank Statement 11/30/2023

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2023-2024 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,880.08*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$85.00	Back to school	($85.00)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$71.00	Raffle Baskets	$100.00	Raffle Baskets	
Donations church		$1,000.00	Fall Dance	$444.62	Fall Dance	$555.38
Popcorn & Pickles		$2,332.40	Popcorn & Pickles	$483.94	Popcorn & Pickles	$1,848.46
Walkathon		$9,368.14	Walkathon	$596.07	Walkathon	$8,772.07
Donations		$871.16	Donations	$0.00	Donations	$871.16
Sucker Sales		$771.00	Sucker Sales	$771.00	Sucker Sales	$0.00
Santa Pics		$1,035.00	Santa Pics	$198.52	Santa Pics	$836.48
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$113.36	Curriculum Nights	($113.36)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$1,144.04	Teacher Conf dinne	($1,144.04)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$723.00	Field trips	$1,051.00	Field trips	($328.00)
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$200.00	Tailgate	$271.80	Tailgate	($71.80)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$2,787.19	Teacher's Request	($2,787.19)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$50.00	Teacher $50 GC	$1,700.00	Teacher $50 GC	($1,650.00)
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Retun fee		$0.00	Return fee	$0.00	Return fee	$0.00
Total		**$20,301.78**	**Total**	$9,746.54	**Total**	**$10,555.24**

Bank Statement 12/31/2023

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2023-2024 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,880.08*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$85.00	Back to school	($85.00)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$71.00	Raffle Baskets	$100.00	Raffle Baskets	
Donations church		$1,000.00	Fall Dance	$444.62	Fall Dance	$555.38
Popcorn & Pickles		$2,332.40	Popcorn & Pickles	$616.48	Popcorn & Pickles	$1,715.92
Walkathon		$9,368.14	Walkathon	$596.07	Walkathon	$8,772.07
Donations		$871.16	Donations	$0.00	Donations	$871.16
Sucker Sales		$771.00	Sucker Sales	$771.00	Sucker Sales	$0.00
Santa Pics		$1,035.00	Santa Pics	$198.52	Santa Pics	$836.48
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$113.36	Curriculum Nights	($113.36)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$1,144.04	Teacher Conf dinne	($1,144.04)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$723.00	Field trips	$1,051.00	Field trips	($328.00)
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$200.00	Tailgate	$271.80	Tailgate	($71.80)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$2,977.50	Teacher's Request	($2,977.50)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$50.00	Teacher $50 GC	$1,700.00	Teacher $50 GC	($1,650.00)
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$50.00	Sam's Club Renew	($50.00)
Retun fee		$0.00	Return fee	$0.00	Return fee	$0.00
Total		**$20,301.78**	**Total**	$10,119.39	**Total**	**$10,182.39**

Bank Statement 1/31/2024

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2023-2024 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,880.08*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$85.00	Back to school	($85.00)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$71.00	Raffle Baskets	$100.00	Raffle Baskets	
Donations church		$1,000.00	Fall Dance	$444.62	Fall Dance	$555.38
Popcorn & Pickles		$2,332.40	Popcorn & Pickles	$696.66	Popcorn & Pickles	$1,635.74
Walkathon		$9,368.14	Walkathon	$596.07	Walkathon	$8,772.07
Donations		$871.16	Donations	$0.00	Donations	$871.16
Sucker Sales		$771.00	Sucker Sales	$771.00	Sucker Sales	$0.00
Santa Pics		$1,035.00	Santa Pics	$198.52	Santa Pics	$836.48
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$113.36	Curriculum Nights	($113.36)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$1,144.04	Teacher Conf dinne	($1,144.04)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$723.00	Field trips	$1,051.00	Field trips	($328.00)
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$200.00	Tailgate	$271.80	Tailgate	($71.80)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$3,250.04	Teacher's Request	($3,250.04)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$50.00	Teacher $50 GC	$1,700.00	Teacher $50 GC	($1,650.00)
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$50.00	Sam's Club Renew	($50.00)
Retun fee		$0.00	Return fee	$0.00	Return fee	$0.00
Total		**$20,301.78**	**Total**	$10,472.11	**Total**	**$9,829.67**

Bank Statement 2/29/2024

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2023-2024 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,880.08*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$85.00	Back to school	($85.00)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$71.00	Raffle Baskets	$100.00	Raffle Baskets	
Donations church		$1,000.00	Fall Dance	$444.62	Fall Dance	$555.38
Popcorn & Pickles		$2,928.02	Popcorn & Pickles	$781.04	Popcorn & Pickles	$2,146.98
Walkathon		$9,368.14	Walkathon	$596.07	Walkathon	$8,772.07
Donations		$871.16	Donations	$0.00	Donations	$871.16
Sucker Sales		$771.00	Sucker Sales	$771.00	Sucker Sales	$0.00
Santa Pics		$1,035.00	Santa Pics	$198.52	Santa Pics	$836.48
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$2,426.00	PE Skating	$0.00	PE Skating	$2,426.00
Curriculum Nights		$0.00	Curriculum Nights	$113.36	Curriculum Nights	($113.36)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$1,852.66	Teacher Conf dinne	($1,852.66)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$1,275.00	Field trips	$1,423.00	Field trips	($148.00)
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$200.00	Tailgate	$271.80	Tailgate	($71.80)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$3,914.12	Teacher's Request	($3,914.12)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$50.00	Teacher $50 GC	$1,700.00	Teacher $50 GC	($1,650.00)
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$50.00	Sam's Club Renew	($50.00)
Retun fee		$0.00	Return fee	$0.00	Return fee	$0.00
Total		**$23,875.40**	**Total**	$12,301.19	**Total**	**$11,574.21**

Bank Statement 3/31/2024

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Bailey Booster Club

Organization's address: 10221 E 96th St N
Owasso, OK 74055

Organization's federal ID#: 73-1453447

Organization's representative From whom additional Information can be obtained: Rebekah Lane

Applicant's phone# & e-mail: 918-261-9117 owassobbc@gmail.com

Statement of purpose and goals:

To provide information to bring together school and home. To lend all possible support to teachers and administrators through volunteer hours and various fundraising activities designed to collect and disburse equipment our school.

Describe your organizational structure and membership requirements:
We have a president, vice-president, treasurer, secretary, and several coordinators over various different committees. Membership is open to parents, grandparents, and/or guardians of Bailey Elementary students.

Describe how the District and its students will benefit if the organization is sanctioned:
Teachers and students of Bailey Elementary school will have the funds for extra activities, classroom supplies, new playgournd equipment, along with other needs as they arise during the shcool year.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Bailey Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

04/18/2024

Date

Date

Rebekah Lane

Signature of Applicant representative

BBC Treasurer's Report
4/16/2023- 4/23/2024

Beginning Balance - $36,618.02

Ending Balance - $39,119.48

Top 3 Expenditures

- **Principal Requests $6,052.81**
  - Back to school, TV for cafeteria, microscopes, t-shirts, IXL
- **Teacher/Student Activities $6,044.06**
  - Tailgate, class parties, Teacher appreciation, teacher lunch/dinners
- **Teacher Requests $3,395.89**
  - Class set-up, Activities

Income

- **Amazon Smiles $40.75**
- **Box Tops $66.00**

Expenses

- **BBC Office Supplies $834.57**
  - Coin and cash counters, stamps, paper, envelopes

Fundraisers

- **Bingo** $12,355.62 minus expenses $3,476.38 = $8,879.24
- **Candy Grams** $2,757.46 minus expenses $727.19 = $2,030.27
- **Spirit Store** $10,500.26 minus expenses $8,650.70 = $1,849.56
- **Walkathon** $9,837.58 minus expenses $367.07 = $9,470.51

Officers

Rebekah Lane, President
April Holmes, Vice President
Megan Wright, Treasurer
Melissa Jones, Secretary
Claire Jay, Homeroom Parent Coordinator

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Barnes Community Care

Organization's address: Barnes Elementary School
7809 E 76th St, Owasso, OK 74055

Organization's federal ID#: EIN: 46-4135536

Organization's representative
From whom additional
Information can be obtained: Suzanne Dossett

Applicant's phone# & e-mail: 918-798-5853 suzanne.dossett@gmail.com

Statement of purpose and goals:

Barnes Community Care will assist identified families in need at Barnes Elementary School through organized donations and contributions.

Describe your organizational structure and membership requirements:

Barnes Community Care is an organization of mostly retired teachers from Barnes Elementary.

The Board of Directors consists of a President, Vice-President, Secretary and Treasurer.

Describe how the District and its students will benefit if the organization is sanctioned:

The students identified as needy and their siblings (anywhere in the system), will benefit from food and gifts during the holidays. Also, many students and teachers throughout the system sponsor Angel Trees or other fundraisers to help this project. The program also helps supply the clothes and food closet and provide catastrophe care (house fire, death or severe illness of parent or guardian, etc).

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Barnes Community Care
Name of Applicant (Organization)

4/15/2024
Date

Suzanne Dossett
Signature of Applicant representative

Approval (Board of Education)

Date

Barnes Community Cares

Treasurer's Report
12/31/23

Beginning Balance				1,702.36
Income				
Deposit	10/25/2023	Contributions in Memory of Brenda Busby	250.00	
	10/27/2023	Contributions in Memory of Brenda Busby	200.00	
	11/2/2023	Mouser Buss	155.00	
	12/2/2025	St. Henry's Mens Club	3,828.34	
	12/4/2023	Barnes PTO, Vera Church	2,500.00	
	12/13/2023	St. Henry's - Mystery Donor	5,000.00	
	12/14/2023	Betty Visconti	500.00	
	12/27/2023	Suzanne Dossett - deposit due to bank error	364.00	
			-	
Total Income			12,797.34	
Expenses				
CK #1123	1/10/2023	Barnes Cafeteria - Pay lunch charges	246.53	
CK #1124	4/15/2023	Christa Cole - Food for Food Pantry	305.21	
CK #1125	10/27/2023	Barnes Cafeteria - Pay lunch charges	23.00	
CK #1126	10/30/2023	Barnes Cafeteria - Pay lunch charges	28.00	
CK #1127	12/3/2023	Ashley Dossett - Gifts Needy Family	332.82	
CK #1128	12/11/2023	Joyce Wagner - Christmas for BCC kids	826.42	
CK #1129	12/11/2023	Christa Cole - Christmas for BCC kids	992.24	
CK #1130	12/12/2023	Christa Cole - Christmas for BCC kids	443.09	
CK #1131	12/12/2023	Connie Norton - Christmas for BCC kids	644.00	
CK #1132		VOID	-	
CK #1133	12/12/2023	Stephanie Meyer - Christmas for BCC kids	190.25	
CK #1134	12/12/2023	Janice Barnes - Christmas for BCC kids	98.89	
CK #1135	12/12/2023	Joyce Wagner - Christmas for BCC kids	610.30	
CK #1136	12/13/2023	Shannon Keech - Christmas for BCC kids	855.06	
CK #1137	12/13/2023	Sharon Curfman - Christmas for BCC kids	92.77	
CK #1138	12/13/2023	Stephanie Meyer - Christmas for BCC kids	17.01	
CK #1139	12/13/2023	Joyce Wagner - Christmas for BCC kids	124.05	
CK #1140	12/14/2023	Karla Studie - Christmas for BCC kids	66.47	
CK #1141	12/14/2023	Stephanie Meyer - Christmas for BCC kids	350.00	
CK #1142	12/14/2023	Shannon Keech - Christmas for BCC kids	5,000.00	
CK #1143	12/14/2023	Shannon Keech - Christmas for BCC kids	76.23	
CK #1144	12/14/2023	Shannon Keech - Christmas for BCC kids	47.80	
CK #1145	12/15/2023	Cindy Scorsone - Christmas for BCC kids	100.00	
CK #1146	12/16/2023	Cindy Scorsone - Christmas for BCC kids	188.08	
CK #1147	12/15/2023	Suzanne Dossett - Christmas for BCC kids	300.00	
CK #1148		VOID	-	
CK #1149	12/15/2023	Shannon Keech - Christmas for BCC kids	300.00	
CK #1150		VOID	-	
Total Expenses			12,258.22	
Ending Balance				2,241.48

50 individual families served at Christmas

Treasurer

4/12/24
Date

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Barnes Elementary PTO

Organization's address: 7809 E 76TH ST N
Owasso, OK 74055

Organization's federal ID#: 73-1425923

Organization's representative From whom additional Information can be obtained: Tasha Hernandez

Applicant's phone# & e-mail: 760-954-1367; ptobarnes@gmail.com

Statement of purpose and goals:

The Barnes Elementary PTO is organized for the purpose of supporting the education of children at Barnes Elementary by providing resources, not otherwise provided by the school budget, to aide the educational process as well as foster relationships for the school, parents and teachers.

Describe your organizational structure and membership requirements:

Any parent, guardian or other adult standing in loco parentis for a student at the school may be a member. The principal and any teacher employed at the school may be a member. Board members will be nominated and voted in by members in good standing.

Describe how the District and its students will benefit if the organization is sanctioned:

Assist teachers and administrators in providing resources, supplies, events and experiences outside of the school's budget.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Barnes Elementary PTO

Name of Applicant (Organization)

April 1, 2024

Date

Signature of Applicant representative

Approval (Board of Education)

Date

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Hayward Smith Elementary PTO

Organization's address: 12223 E 91st St N
Owasso, OK 74055

Organization's federal ID#: 73-1387945

Organization's representative
From whom additional
Information can be obtained: Courtney Dowler

Applicant's phone# & e-mail: 918-851-4263 haywardsmithpto@gmail.co

Statement of purpose and goals:

Our goal is to enrich the learning of every student at Smith through opportunities that are not otherwise available in the school budget.

Describe your organizational structure and membership requirements:

Our board exists with 4 members, Pres. VP. Treasurer and secretary. Members must have a student enrolled at Smith.

Describe how the District and its students will benefit if the organization is sanctioned:

When we invest in our students and our school we are all better for it and take that onto other future school sites benefiting not only Smith but our entire district.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Hayward Smith PTO
Name of Applicant (Organization)

4/12/24
Date

Courtney Dowler
Signature of Applicant representative

Approval (Board of Education)

Date

		Vendor	Note
4/24/23 Balance	$ 23,961.08		
4/25/23	$ (57.49)	Target	Testing drinks and secretary gifts
4/26/23	$ (5.72)	Nothing Bundt Cakes	Teacher appreciation
4/26/23	$ (143.00)	Check 2329	Teacher t-shirts
4/28/23	$ (28.31)	Amazon	Teacher Appreciation
5/1/23	$ (13.75)	Hobby Lobby	Teacher Appreciation
5/1/23	$ (50.75)	Sugar Llamas	Teacher Appreciation
5/1/23	$ (100.00)	Lawn Fairy	Teacher Appreciation
5/2/23	$ (6.01)	Hobby Lobby	Teacher Appreciation
5/2/23	$ (32.43)	Amazon	Superkids day
5/2/23	$ (32.66)	Amazon	Teacher Appreciation
5/2/23	$ (22.00)	DeluxeChecks	Checks
5/4/23	$ (5.76)	FedEx	Teacher Appreciation
5/5/23	$ (6.34)	Walmart	Teacher Appreciation
5/5/23	$ (14.15)	Sams	Teacher Appreciation
5/8/23	$ (7.54)	Target	Teacher Appreciation
5/8/23	$ (8.26)	Hobby Lobby	Teacher Appreciation
5/8/23	$ (9.70)	Target	Teacher Appreciation
5/8/23	$ (13.44)	Target	Teacher Appreciation
5/8/23	$ (14.65)	Walmart	Teacher Appreciation
5/8/23	$ (25.12)	Reasors	Teacher Appreciation
5/9/23	$ 4.85	Target	Return
5/9/23	$ (24.42)	Panera	Teacher Appreciation
5/9/23	$ (46.60)	Panera	Teacher Appreciation
5/10/23	$ (15.14)	Hobby Lobby	Teacher Appreciation
5/10/23	$ (69.85)	Crumbl Cookies	Teacher Appreciation
5/10/23	$ (450.00)	check 2456	Teacher Appreciation
5/12/23	$ (81.00)	Popco	Superkids day
5/15/23	$ (15.01)	Sams	Superkids day
5/15/23	$ (300.59)	Baja Jacks	Teacher Appreciation

5/15/23	$	(313.24)	Baja Jacks	Teacher Appreciation
5/15/23	$	(450.00)	check 2457	Teacher Appreciation
5/15/23 Balance	**$**	**21,603.00**		
5/17/23	$	(6.81)	Dollar Tree	Superkids day
5/25/23	$	287.41	Deposit	McAlisters Spirit Night
6/6/23	$	(30.48)	Amazon	Playground stencils
6/15/23 Balance	**$**	**21,853.12**		
7/14/23 Balance	**$**	**21,853.12**		
7/24/23	$	(136.48)	Balloon Therapy	Balloon arch for back to school night
8/1/23	$	(2.72)	Dollar Tree	teacher birthdays
8/2/23	$	(9.77)	TJMaxx	teacher birthdays
8/2/23	$	(76.93)	Amazon	Teacher wishlist
8/4/23	$	(9.80)	Wal-mart	teacher birthdays
8/4/23	$	(10.83)	Wal-mart	back to school night
8/4/23	$	(28.04)	Amazon	Teacher wishlist
8/4/23	$	(126.60)	Amazon	Teacher wishlist
8/4/23	$	(6.27)	Gameday Spirit	Membership Giveaway
8/7/23	$	(7.27)	Home Depot	back to school night
8/7/23	$	(11.37)	Hobby Lobby	superkids day
8/8/23	$	18.29	Amazon	return
8/9/23	$	(122.92)	Amazon	Teacher wishlist
8/9/23	$	(150.89)	Amazon	Teacher wishlist
8/10/23	$	(21.67)	Target	Membership Giveaway
8/15/23	$	(5.82)	Hobby Lobby	Affirmation board
8/15/23	$	(125.00)	Cash out for change	Back to school night
8/15/23 Balance	**$**	**21,019.03**		
8/16/23	$	864.23	Square	Memberships/T-Shirts
8/16/23	$	(10.85)	Wal-Mart	1st day teacher drinks

8/17/23	$	194.40	Square	Memberships/T-Shirts
8/17/23	$	(52.21)	Sams Club	1st day teacher drinks
8/18/23	$	9.10	Square	Memberships/T-Shirts
8/18/23	$	(226.73)	Amazon	teacher wishlist
8/18/23	$	(32.64)	Check 2459	Reimbursement for square card readers
8/21/23	$	537.00	Deposit	Memberships/T-Shirts
8/21/23	$	27.91	Square	Memberships/T-Shirts
8/21/23	$	(69.86)	Sams Club	office candy
8/25/23	$	(19.02)	Target	Back to school bash
8/25/23	$	(334.99)	Sams Club	Back to school bash
8/28/23	$	43.09	Square	memberships/T-Shirts
8/28/23	$	48.40	Square	memberships/t-shirts
8/28/23	$	(12.81)	Wal-mart	teacher coney lunch
8/28/23	$	(98.61)	Amazon	Teacher wishlist
8/29/23	$	(116.22)	Amazon	Teacher wishlist
8/29/23	$	(127.21)	Amazon	Teacher wishlist
8/30/23	$	28.83	Square	Memberships/T-Shirts
8/31/23	$	(9.62)	Wal-mart	teacher coney lunch
9/1/23	$	43.09	Square	Memberships/T-Shirts
9/5/23	$	131.88	Square	Memberships/T-Shirts
9/5/23	$	(7.03)	Amazon	Teacher Wishlists
9/5/23	$	(12.51)	Amazon	Teacher Wishlists
9/5/23	$	(27.22)	Amazon	Teacher Wishlists
9/5/23	$	(98.07)	Amazon	Teacher Wishlists
9/5/23	$	(98.53)	Amazon	Teacher Wishlists
9/5/23	$	(100.31)	Amazon	Teacher Wishlists
9/5/23	$	(113.09)	Amazon	Teacher Wishlists
9/5/23	$	(118.60)	Amazon	Teacher Wishlists
9/5/23	$	(123.08)	Amazon	Teacher Wishlists
9/5/23	$	(124.58)	Amazon	Teacher Wishlists
9/6/23	$	14.26	Square	Memberships/T-Shirts

9/6/23	$	(3.26)	TJ Maxx	Teacher birthday basket
9/6/23	$	(11.75)	Amazon	Teacher Wishlists
9/6/23	$	(21.63)	Amazon	Teacher Wishlists
9/7/23	$	(125.00)	Check 2460	Teacher Wishlists
9/11/23	$	255.00	Deposit	Memberships/T-Shirts
9/11/23	$	62.20	Square	walk-a-thon
9/11/23	$	101.35	Square	walk-a-thon
9/11/23	$	(24.57)	Hobby Lobby	membership giveaway
9/11/23	$	(102.32)	Amazon	teacher wishlist
9/11/23	$	(114.31)	Amazon	teacher wishlist
9/12/23	$	38.24	Square	walk-a-thon
9/12/23	$	(128.87)	Amazon	teacher wishlists
9/12/23	$	(125.00)	Check 2461	Teacher Wishlists
9/12/23	$	(125.00)	Check 2462	Teacher Wishlists
9/13/23	$	19.12	Square	walk-a-thon
9/13/23	$	(116.67)	Amazon	Teacher Wishlists
9/13/23	$	(131.36)	Amazon	Teacher Wishlists
9/14/23	$	198.45	Square	walk-a-thon
9/14/23	$	(124.72)	Amazon	Teacher Wishlists
9/14/23	$	(540.00)	Scentco	Smencils for fundraiser
9/15/23	$	81.03	Square	walk-a-thon
9/15/23	$	(10.75)	Target	Office scissors
9/15/23 Balance	**$**	**20,077.61**		
9/18/23	$	78.42	Square	Walk-a-thon
9/18/23	$	155.42	Square	Walk-a-thon
9/18/23	$	(3.26)	TjMaxx	Teacher Birthdays
9/19/23	$	265.16	Square	Walk-a-thon
9/21/23	$	19.12	Square	Walk-a-thon
9/22/23	$	9.41	Square	Walk-a-thon

9/26/23	$	72.52	Square	Walk-a-thon
9/26/23	$	(2.25)	Copy service	walk-a-thon
9/27/23	$	221.53	Square	Walk-a-thon
9/27/23	$	(14.14)	Academy	Walk-a-thon
9/27/23	$	(16.21)	Home Depot	Walk-a-thon
9/27/23	$	(17.43)	Party City	Walk-a-thon
9/28/23	$	120.77	Square	Walk-a-thon
9/28/23	$	(3.72)	Wal-mart	Walk-a-thon
9/29/23	$	(19.56)	Wal-mart	Walk-a-thon
9/29/23	$	(122.26)	Amazon	teacher wishlist
10/2/23	$	62.51	Square	walk-a-thon
10/2/23	$	204.28	Square	walk-a-thon
10/2/23	$	(48.98)	Amazon	teacher wishlist
10/4/23	$	16.21	Home Depot	Return walk-a-thon
10/4/23	$	72.90	Square	Walk-a-thon
10/4/23	$	(42.78)	Amazon	teacher wishlist
10/5/23	$	139.59	Square	Walk-a-thon
10/6/23	$	19.56	Wal-mart	Return Walk-a-thon
10/6/23	$	120.47	Square	Walk-a-thon
10/6/23	$	(90.23)	Wal-mart	Walk-a-thon
10/10/23	$	47.94	Square	Walk-a-thon
10/10/23	$	79.39	Square	Walk-a-thon
10/10/23	$	(129.13)	Sams Club	halloween grams
10/11/23	$	(11.07)	McAlisters	Walk-a-thon prizes
10/11/23	$	(22.85)	Wal-mart	Walk-a-thon & p/t conf
10/11/23	$	(23.67)	Sams Club	p/t conf meal
10/11/23	$	(28.27)	Little Ceasars	Walk-a-thon prizes
10/11/23	$	(43.39)	OTC Brands	halloween grams
10/12/23	$	(12.88)	Hideaway Pizza	Walk-a-thon prizes
10/12/23	$	(19.53)	Check 2481	Walk-a-thon prizes
10/13/23	$	(22.79)	Hobby Lobby	Treat Trolly

10/13/23 Balance	**$**	**21,088.41**		
10/17/23	$	315.77	Deposit	Canes Spirit Night
10/17/23	$	3,717.23	Deposit	Walk-a-thon
10/17/23	$	3,755.50	Deposit	Walk-a-thon
10/23/23	$	(3.25)	Copy Service	halloween grams
10/23/23	$	(15.18)	Hobby Lobby	Halloween grams
10/27/23	$	(59.15)	Wal-mart	treat trolly
10/27/23	$	(158.00)	Check 2463	1/2 funds from spirit night at Canes to Smith
10/31/23	$	(21.52)	Sams Club	halloween grams
11/02/23	$	(125.00)	Check 2464	Teacher wishlists
11/3/23	$	(24.33)	Home Depot	food drive
11/7/23	$	1,034.00	Deposit	Halloween Grams
11/7/23	$	(99.00)	Check 2330	Walk-a-thon prize to Mrs. Vogt
11/13/23	$	(7.17)	Target	Treat trolly
11/13/23	$	(32.66)	Amazon	glow tape for food drive reward
11/15/23	$	(23.37)	Wal-mart	Treat trolly
11/15/23	$	(165.95)	Sams Club	Skinny Pop for food drive reward and cocoa
11/15/23 Balance	**$**	**29,176.33**		
11/16/23	$	(7.58)	Wal-mart	Treat trolly
11/17/23	$	(7.94)	Sprouts	Treat trolly
11/17/23	$	(9.54)	Walmart	Treat trolly
11/17/23	$	(13.88)	Walmart	Treat trolly
11/20/23	$	(38.44)	Mcalisters Deli	Teacher lunch for food drive reward
11/20/23	$	(40.86)	Mcalisters Deli	Teacher lunch for food drive reward
11/24/23	$	(413.05)	Amazon	Gumdrop Swap
11/27/23	$	(1,517.12)	Check 2465	Spirit wear
11/30/23	$	(50.00)	Withdrawl cash out	Change for smencils

12/5/23	$	(51.33)	Hobby Lobby	Gumdrop Swap
12/6/23	$	(5.45)	Target	teacher birthdays
12/6/23	$	(10.88)	TJMaxx	Teacher birthdays
12/6/23	$	(36.96)	Amazon	Gumdrop Swap
12/7/23	$	(8.27)	Fedex	Gumdrop Swap
12/8/23	$	(29.71)	Walmart	Gumdrop Swap
12/11/23	$	(61.46)	Walmart	Cookies and cocoa
12/12/23	$	(97.89)	Sams Club	December gummy treats for students
12/14/23	$	(13.28)	Walmart	teacher breakfast and gumdrop swap sacks
12/15/23	$	19.58	Hobby Lobby	Gumdrop Swap return
12/15/23	$	(3.26)	Hobby Lobby	Teacher birthdays
12/15/23	$	(22.35)	Reasors	Teacher breakfast
12/15/23 Balance	**$**	**26,756.66**		
12/18/23	$	(4.20)	Walmart	Teacher breakfast
12/18/23	$	(100.76)	Panera	Teacher breakfast
12/26/23	$	(5.45)	Walmart	Teacher birthdays
1/8/24	$	764.75	Deposit	Smencils
1/8/24	$	(192.24)	Sams	National Popcorn Day
1/15/24 Balance	**$**	**27,218.76**		
1/19/24	$	(12.08)	$5 Gold Diggers	Teacher Appreciation/Birthdays
1/19/24	$	(30.22)	$5 Gold Diggers	Teacher Appreciation/Birthdays
1/19/24	$	(43.31)	Sams	Office chocolate
1/22/24	$	(273.19)	Marcos Pizza	Teacher Lunch
2/2/24	$	(251.29)	Sams	Valentine grams
2/5/24	$	(4.00)	Target	Valentine grams
2/5/24	$	(8.95)	$5 Gold Diggers	Teacher Appreciation/Birthdays
2/6/24	$	(32.50)	$5 Gold Diggers	Teacher Appreciation/Birthdays

2/9/24	$	(8.71)	Target	Counselor Appreciation
2/9/24	$	(22.08)	Target	Counselor Appreciation
2/12/24	$	(5.65)	McAlisters	Counselor Appreciation
2/15/24 Balance	**$**	**26,526.78**		
2/16/24	$	22.00	Deposit	Valentine Grams
2/16/24	$	806.00	Deposit	Valentine Grams
2/20/24	$	(11.19)	$5 Gold Diggers	Teacher appreciation/birthdays
2/20/24	$	(23.94)	Scholastic Books	Teacher classroom library purchase
2/20/24	$	(600.57)	Scholastic Books	Teacher classroom library purchase
2/27/24	$	(200.00)	Check 2507	Rocky Meadow Farm - walk a thon prizes
3/1/24	$	833.10	Deposit	Spirit Night Whataburger
3/5/24	$	(25.88)	Sams	P/T conf dinner
3/5/24	$	(833.10)	Check 2508	Funds to Smith from Whataburger Spirit Night
3/6/24	$	35.90	Sams	Fruit Roll up returns
3/7/24	$	(17.49)	Reasors	P/T Conf dinner
3/12/24	$	(61.55)	Walmart	P/T Conf dinner
3/13/24	$	(32.07)	Baja Jacks	P/T Conf dinner
3/13/24	$	(1,075.35)	Galaxy Jumpers	Inflatables for super kids day
3/14/24	$	(7.28)	Target	Support staff day
3/14/24	$	(13.07)	Target	Support staff day
3/14/24	$	(15.37)	Target	Support staff day
3/14/24	$	(79.54)	Target	Support staff day
3/15/24 Balance	**$**	**25,227.38**		
3/21/24	$	(16.83)	Hobby Lobby	Teacher Appreciation
3/29/24	$	(84.82)	Sams Club	Jelly Bean Day
pending	$	(20.48)	Target	Office Chocolate
pending	$	(690.00)	Josh's Sno Shack	Super kids day

4/6/24 Balance	**$ 24,415.25**		
Est remainder expenses			
Donuts with grownups	$ (200.00)		
Teacher appreciation	$ (2,500.00)		
5th grade t-shirts	$ (350.00)		
Superkids Day	$ (200.00)		
	$ 21,165.25		

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Pamela Hodson PTO Inc

Organization's address: 14500 E. 86th St N
Owasso, OK 74055

Organization's federal ID#: 84-4375751

Organization's representative
From whom additional
Information can be obtained: Kyla Rumple

Applicant's phone# & e-mail: 918-859-2030 hodsonelementarypto@gmail.com

Statement of purpose and goals:

The pto is organized for the purpose of Supporting the education of children at Hodson Elementary by fostering relationships between the School, parents, teachers and Students

Describe your organizational structure and membership requirements:

we have a governing board of 3-12 members who Mange the day to day. Any parent, guardian or employee of Hodson is welcome to join the general PTO by paying a $5 Membership fee. That Membership entitles them to voting privelages at meetings, including election of the board.

Describe how the District and its students will benefit if the organization is sanctioned:

The money raised by our PTO allows the School to purchase additional educational materials and equipment that the district could not otherwise afford. In addition, an active PTO encourages parents to become involved with the child's school not only with money, but with their time and talents.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Pamela Hodson PTO Inc
Name of Applicant (Organization)

April 3, 2024
Date

Kyla Rumple
Signature of Applicant representative

Approval (Board of Education)

Date

Pamela Hodson Elementary PTO FY 2023

Income and Expense Compared to Annual Budget

06/01/2023 - 05/31/2024

Starting balance as of 06/01/2023 **$21,765.12**

Fundraising	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Membership Dues	$380.00	$500.00	-	-	$380.00	$500.00	-$120.00
Spirit Wear	$1,485.15	$13,500.00	-	-$10,350.00	$1,485.15	$3,150.00	-$1,664.85
Walkathon	$14,855.75	$10,500.00	-$1,039.41	-$2,000.00	$13,816.34	$8,500.00	$5,316.34
Spirit Nights	$1,808.43	$1,500.00	-	-	$1,808.43	$1,500.00	$308.43
Read-A-Thon	-	$10,500.00	-	-$50.00	-	$10,450.00	-$10,450.00
Donations	$75.00	-	-$36.43	-	$38.57	-	$38.57
Miscellaneous Fundraisers (i.e. Bedlam Coin War)	$601.61	$250.00	-	-$25.00	$601.61	$225.00	$376.61
Fundraising Totals	**$19,205.94**	**$36,750.00**	**-$1,075.84**	**-$12,425.00**	**$18,130.10**	**$24,325.00**	**-$6,194.90**

Events	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Father/Daughter Dance	$5,062.67	$3,000.00	-$1,499.72	-$2,000.00	$3,562.95	$1,000.00	$2,562.95
Mother/Son Night	$3,724.06	$3,000.00	-$3,700.00	-$2,000.00	$24.06	$1,000.00	-$975.94
SuperKids Day	-	$4,000.00	-	-$4,500.00	-	-$500.00	$500.00
5th Grade Fun Day	-	$3,000.00	-	-$3,000.00	-	-	-
Music Department	-	-	-	-$500.00	-	-$500.00	$500.00
Events Totals	**$8,786.73**	**$13,000.00**	**-$5,199.72**	**-$12,000.00**	**$3,587.01**	**$1,000.00**	**$2,587.01**

Teacher Allowances	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Fall Teacher Allowances	-	-	-$3,700.00	-$3,700.00	-$3,700.00	-$3,700.00	-
Christmas Teacher Allowances	-	-	-$3,700.00	-$3,700.00	-$3,700.00	-$3,700.00	-
Teacher Allowances Totals	**-**	**-**	**-$7,400.00**	**-$7,400.00**	**-$7,400.00**	**-$7,400.00**	**-**

PTO Supplies	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Supplies	-	-	-$27.23	-$750.00	-$27.23	-$750.00	$722.77
Miscellaneous	$7,286.89	-	-$6,287.96	-	$998.93	-	$998.93
PTO Supplies Totals	**$7,286.89**	**-**	**-$6,315.19**	**-$750.00**	**$971.70**	**-$750.00**	**$1,721.70**

School Support	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Art Closet	-	-	-$726.70	-$1,500.00	-$726.70	-$1,500.00	$773.30
Teacher Requests	-	-	-$2,341.05	-$3,000.00	-$2,341.05	-$3,000.00	$658.95
Testing Snacks	-	-	-	-$600.00	-	-$600.00	$600.00
School Request	-	-	-$7,097.95	-$7,500.00	-$7,097.95	-$7,500.00	$402.05
School Support Totals	**-**	**-**	**-$10,165.70**	**-$12,600.00**	**-$10,165.70**	**-$12,600.00**	**$2,434.30**

Staff Appreciation	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Meet the Teacher Luncheon	-	-	-	-	-	-	-
Conference Luncheons	-	-	-$243.28	-$900.00	-$243.28	-$900.00	$656.72

Staff Appreciation	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Staff Appreciation Week	-	-	-	-$2,000.00	-	-$2,000.00	$2,000.00
100 Day of School Gift Card	-	-	-$337.50	-$320.00	-$337.50	-$320.00	-$17.50
Staff Appreciation Totals	**-**	**-**	**-$580.78**	**-$3,220.00**	**-$580.78**	**-$3,220.00**	**$2,639.22**
Grand Totals							
	$35,279.56	**$49,750.00**	**-$30,737.23**	**-$48,395.00**	**$4,542.33**	**$1,355.00**	**$3,187.33**
Increase in funds							$4,542.33
Funds available as of 05/31/2024							**$26,307.45**

Account Name : Business Checking (Totally Free)					
Account Number : 834216					
Date Range : 04/01/2023-04/23/2024					
Transaction Num	Date	Description	Memo	Amount Debit	Amount Credit
37935074	04/16/2024	Check		-50	
37935073	04/16/2024	XX7097 POS PURCHASE 04/15 C		-16.5	
37910740	04/15/2024	Check		-392	
37910739	04/15/2024	XX7097 POS PURCHASE 04/11 1		-570.15	
37910738	04/15/2024	XX7097 POS PURCHASE 04/12 1		-217.08	
37896578	04/12/2024	XX7097 POS PURCHASE 04/11 1		-100.28	
37887229	04/11/2024	Check		-393.9	
37887228	04/11/2024	XX7097 POS PURCHASE 04/10 1		-110	
37868282	04/09/2024	Check		-243.28	
37813474	04/03/2024	Deposit			567.61
37813473	04/03/2024	Deposit			51.7
37584355	03/11/2024	Check		-40	
37571461	03/08/2024	XX7097 POS PURCHASE 03/07 1		-290.62	
37470903	02/27/2024	XX7097 POS PURCHASE 02/26 1		-608.39	
37355355	02/14/2024	Square Inc SQ240214 T3QD73BAD1DSEK8			861.15
37199977	01/29/2024	Check		-2100	
37178976	01/25/2024	Check		-500	
37178975	01/25/2024	Check		-150	
37170623	01/24/2024	Deposit			360
37162536	01/23/2024	Square Inc SQ240123 T3DBYR2F6ZFWJ0D			4702.67
37144722	01/22/2024	XX6370 POS PURCHASE 01/19 1		-226.26	
37132988	01/19/2024	XX0612 POS PURCHASE 01/19 C		-82.47	
37124286	01/18/2024	XX6370 POS PURCHASE 01/18 C		-54.04	
37091763	01/16/2024	Check		-726.7	
37048666	01/09/2024	XX6370 POS PURCHASE 01/09 1		-99	
37048665	01/09/2024	MASTERCARD CROSS BORDER		-0.89	
37029665	01/08/2024	XX7097 POS PURCHASE 01/07 1		-1443.5	
37029664	01/08/2024	XX6370 POS PURCHASE 01/06 C		-326.74	
37029663	01/08/2024	XX7097 POS PURCHASE 01/07 1		-246.75	
37029662	01/08/2024	XX7097 POS PURCHASE 01/06 C		-84.64	
37029661	01/08/2024	XX7097 POS PURCHASE 01/07 1		-19.62	
37029660	01/08/2024	XX7097 POS PURCHASE 01/07 1		-9.78	
37029659	01/08/2024	Square Inc SQ240108 T3QMBVY6JK786JZ			6108.51
37016347	01/05/2024	XX7097 POS PURCHASE 01/05 C		-80.22	
37016346	01/05/2024	XX7097 POS PURCHASE 01/04 C		-45.94	
36995272	01/03/2024	Check		-2514.45	
36873028	12/20/2023	Check		-3570.25	
36840202	12/18/2023	Check		-3700	
36840201	12/18/2023	XX7097 POS PURCHASE 12/16 1		-17.4	
36840200	12/18/2023	Deposit			13870.75
36794191	12/12/2023	Check		-46.92	
36759899	12/08/2023	XX0604 POS PURCHASE 12/04 C		-337.5	

Balance	Check Number	Fees
23336.29		0
23386.29		0
23402.79	2850	0
23794.79		0
24364.94		0
24582.02		0
24682.3	2849	0
25076.2		0
25186.2	2848	0
25429.48		0
24861.87		0
24810.17	2847	0
24850.17		0
25140.79		0
25749.18		0
24888.03	2844	0
26988.03	2846	0
27488.03	2845	0
27638.03		0
27278.03		0
22575.36		0
22801.62		0
22884.09		0
22938.13	2843	0
23664.83		0
23763.83		0
23764.72		0
25208.22		0
25534.96		0
25781.71		0
25866.35		0
25885.97		0
25895.75		0
19787.24		0
19867.46		0
19913.4	2841	0
22427.85	2842	0
25998.1		0
29698.1		0
29715.5		0
15844.75	2839	0
15891.67		0

36730053	12/05/2023	XX6370 POS PURCHASE 12/04 1		-42.52	
36730052	12/05/2023	Deposit			197.35
36707115	12/04/2023	XX6370 POS PURCHASE 12/04 C		-14.09	
36691339	12/01/2023	Check		-4997.95	
36569448	11/17/2023	Check		-3700	
36547512	11/15/2023	Deposit			3920.54
36537283	11/14/2023	Square Inc SQ231114 T3STR9SM1THS4D0			3112.06
36455976	11/06/2023	XX0612 POS PURCHASE 11/03 C		-138.99	
36431151	11/02/2023	XX0612 POS PURCHASE 11/02 C		-123.71	
36389024	10/30/2023	Square Inc SQ231028 T3S9F4ZN3PE0SSJ			144.34
36358765	10/25/2023	XX7097 REC POS DD PUR 10/22		-110	
36349100	10/24/2023	XX6370 POS PURCHASE 10/23 1		-138	
36349099	10/24/2023	XX6370 POS PURCHASE 10/23 1		-138	
36285570	10/17/2023	XX7097 PURCHASE RETURN 10/16 10:06 AMZN I			23.07
36203147	10/10/2023	Check		-27	
36203146	10/10/2023	XX7097 POS PURCHASE 10/06 C		-132.03	
36203145	10/10/2023	XX7097 POS PURCHASE 10/07 C		-106.69	
36203144	10/10/2023	XX7097 POS PURCHASE 10/08 C		-103.25	
36203143	10/10/2023	XX7097 POS PURCHASE 10/10 C		-21.98	
36113657	09/29/2023	XX6370 POS PURCHASE 09/28 1		-65.28	
36084940	09/26/2023	Deposit			170
35967768	09/13/2023	Square Inc SQ230913 T3DBAPEWZG2AK4H			693.57
35877278	09/05/2023	XX6370 POS PURCHASE 09/02 C		-27.23	
35683473	08/14/2023	Check		-3700	
35489847	07/24/2023	XX7097 POS PURCHASE 07/23 1		-24.3	
35071707	06/07/2023	XX6370 POS PURCHASE 06/06 2		-185.86	
34913595	05/22/2023	Check		-2256	
34913594	05/22/2023	AMZNEL9NSVKX payments.amazon.com ID#1YLG			37.59
34900365	05/19/2023	XX7171 POS PURCHASE 05/18 C		-182.74	
34900364	05/19/2023	Deposit			2113.5
34900363	05/19/2023	Deposit			149
34900362	05/19/2023	Deposit			12
34900361	05/19/2023	Deposit			12
34891020	05/18/2023	XX7171 POS PURCHASE 05/18 1		-65	
34891019	05/18/2023	XX7171 POS PURCHASE 05/18 1		-40.67	
34881620	05/17/2023	XX6370 POS PURCHASE 05/17 1		-60.02	
34871228	05/16/2023	XX6370 POS PURCHASE 05/16 C		-13.77	
34848060	05/15/2023	Check		-1131	
34848059	05/15/2023	Check		-148.44	
34848058	05/15/2023	Check		-75	
34824808	05/11/2023	XX7097 POS PURCHASE 05/11 C		-38.3	
34815394	05/10/2023	XX7171 POS PURCHASE 05/08 1		-18	
34805514	05/09/2023	XX7097 POS PURCHASE 05/08 C		-30.98	
34784770	05/08/2023	Deposit			2196
34784769	05/08/2023	Deposit			1809.84
34784768	05/08/2023	Deposit			25

16229.17		0
16271.69		0
16074.34		0
16088.43	2838	0
21086.38	2837	0
24786.38		0
20865.84		0
17753.78		0
17892.77		0
18016.48		0
17872.14		0
17982.14		0
18120.14		0
18258.14		0
18235.07	2836	0
18262.07		0
18394.1		0
18500.79		0
18604.04		0
18626.02		0
18691.3		0
18521.3		0
17827.73		0
17854.96		0
21554.96		0
21579.26		0
21765.12	2835	0
24021.12		0
23983.53		0
24166.27		0
22052.77		0
21903.77		0
21891.77		0
21879.77		0
21944.77		0
21985.44		0
22045.46		0
22059.23	2834	0
23190.23	2832	0
23338.67	2831	0
23413.67		0
23451.97		0
23469.97		0
23500.95		0
21304.95		0
19495.11		0

34770598	05/05/2023	XX6370 POS PURCHASE 05/05 1		-20.72	
34770597	05/05/2023	Square Inc SQ230505 T376ZFXECXCKDE4			19.12
34770596	05/05/2023	AMZNIYFW0GYV payments.amazon.com ID#389Y			16.88
34761035	05/04/2023	Check		-728	
34750988	05/03/2023	XX6370 POS PURCHASE 05/02 1		-22.76	
34750987	05/03/2023	Deposit			8454
34739881	05/02/2023	XX7097 POS PURCHASE 05/02 1		-57.66	
34739880	05/02/2023	XX6370 POS PURCHASE 05/02 0		-12.99	
34739879	05/02/2023	XX7171 POS PURCHASE 05/02 1		-9.04	
34717312	05/01/2023	Check		-447.11	
34701302	04/28/2023	Check		-162.03	
34701301	04/28/2023	Check		-300	
34637845	04/21/2023	XX6370 POS PURCHASE 04/21 1		-31.31	
34628757	04/20/2023	XX7097 POS PURCHASE 04/19 0		-546.35	
34619204	04/19/2023	XX7097 POS PURCHASE 04/17 1		-486.14	
34619203	04/19/2023	XX7097 POS PURCHASE 04/19 0		-207.4	
34619202	04/19/2023	XX7171 POS PURCHASE 04/19 1		-23.82	
34608756	04/18/2023	Check		-2929	
34608755	04/18/2023	Check		-5000	
34552180	04/12/2023	Deposit			520
34552179	04/12/2023	Deposit			349.4
34552178	04/12/2023	Deposit			61
34522798	04/10/2023	XX7171 POS PURCHASE 04/08 2		-25	
34455416	04/03/2023	XX7097 POS PURCHASE 03/31 0		-562.5	

19470.11		0
19490.83		0
19471.71		0
19454.83	2833	0
20182.83		0
20205.59		0
11751.59		0
11809.25		0
11822.24		0
11831.28	2828	0
12278.39	2830	0
12440.42	2829	0
12740.42		0
12771.73		0
13318.08		0
13804.22		0
14011.62		0
14035.44	2827	0
16964.44	2825	0
21964.44		0
21444.44		0
21095.04		0
21034.04		0
21059.04		0

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Mills Action Club

Organization's address: 8200 N. 124th E. Ave.
Owasso, OK 74055

Organization's federal ID#: 73-1133138

Organization's representative From whom additional Information can be obtained: Brad Dishman

Applicant's phone# & e-mail: 918 272-2288

Statement of purpose and goals:
See attached By-Laws

(Email Address)
brad.dishman@owassops.org

Describe your organizational structure and membership requirements:

See attached By-Laws

Describe how the District and its students will benefit if the organization is sanctioned:

The organization provides funds for teachers and students that the district does not.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Mills Action Club

Name of Applicant (Organization)

Approval (Board of Education)

April 2, 2024

Date

Date

Bradley R. Dishman

Signature of Applicant representative

4/2/24

Mills Action Club Account Balances 2023-2024

January

FYE 07/31/24 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$185.00	$185.00	($115.00)
102	Popcorn	**$1,200.00**	$0.00	($923.68)	$2,282.25	$1,358.57	$158.57
103	Walk-A-Thon	**$2,000.00**	$0.00	($754.07)	$11,902.46	$11,148.39	$9,148.39
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	($2,899.00)	$9,745.00	$6,846.00	$1,846.00
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$73.73	$73.73	($426.27)
104d	Concessions	**$1,000.00**	$0.00	($285.47)	$800.87	$515.40	($484.60)
105	Miscellaneous	**$200.00**	$0.00	($28.60)	$79.00	$50.40	($149.60)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$92.99	$92.99	($1,107.01)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($221.94)	$0.00	($221.94)	($3,221.94)
110	Box Tops	**$750.00**	$0.00	$0.00	$29.50	$29.50	($720.50)
	Total Income	**$15,150.00**	**$0.00**	**($5,112.76)**	**$25,190.80**	**$20,078.04**	**$4,928.04**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($50.00)	$0.00	(50.00)	450.00
303	Principals Direct	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
304	Special Events/Days	**$2,000.00**	$0.00	($1,523.78)	$0.00	(1,523.78)	476.22
305	Teacher Appreciation	**$2,000.00**	$0.00	($119.00)	$0.00	(119.00)	1,881.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($275.48)	$0.00	(275.48)	124.52
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	($1,101.36)	$0.00	(1,101.36)	698.64
308	Instructional Money	**$3,400.00**	$0.00	($1,869.29)	$0.00	(1,869.29)	1,530.71
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($267.25)	$0.00	(267.25)	232.75
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$19,068.79	19,068.79	19,068.79
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($5,206.16)**	**$19,068.79**	**$13,862.63**	**$30,812.63**
	TOTALS		**$0.00**	**($10,318.92)**	**$44,259.59**	**$33,940.67**	
	TOTAL BALANCE IN CHECKING					**$33,940.67**	

Mills Action Club Account Balances 2023-2024

February

FYE 07/31/24 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$185.00	$185.00	($115.00)
102	Popcorn	**$1,200.00**	$0.00	($931.82)	$2,282.25	$1,350.43	$150.43
103	Walk-A-Thon	**$2,000.00**	$0.00	($754.07)	$11,902.46	$11,148.39	$9,148.39
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	($2,899.00)	$9,745.00	$6,846.00	$1,846.00
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$246.73	$246.73	($253.27)
104d	Concessions	**$1,000.00**	$0.00	($285.47)	$800.87	$515.40	($484.60)
105	Miscellaneous	**$200.00**	$0.00	($28.60)	$79.00	$50.40	($149.60)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$92.99	$92.99	($1,107.01)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($334.13)	$618.75	$284.62	($2,715.38)
110	Box Tops	**$750.00**	$0.00	$0.00	$29.50	$29.50	($720.50)
	Total Income	**$15,150.00**	**$0.00**	**($5,233.09)**	**$25,982.55**	**$20,749.46**	**$5,599.46**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($50.00)	$0.00	(50.00)	450.00
303	Principals Direct	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
304	Special Events/Days	**$2,000.00**	$0.00	($2,025.96)	$0.00	(2,025.96)	(25.96)
305	Teacher Appreciation	**$2,000.00**	$0.00	($191.00)	$0.00	(191.00)	1,809.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($288.72)	$0.00	(288.72)	111.28
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	($1,101.36)	$0.00	(1,101.36)	698.64
308	Instructional Money	**$3,400.00**	$0.00	($1,966.59)	$0.00	(1,966.59)	1,433.41
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($267.25)	$0.00	(267.25)	232.75
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$19,068.79	19,068.79	19,068.79
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($5,890.88)**	**$19,068.79**	**$13,177.91**	**$30,127.91**
	TOTALS		**$0.00**	**($11,123.97)**	**$45,051.34**	**$33,927.37**	
	TOTAL BALANCE IN CHECKING					**$33,927.37**	

Mills Action Club Account Balances 2023-2024

March

FYE 07/31/24 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$185.00	$185.00	($115.00)
102	Popcorn	**$1,200.00**	$0.00	($997.80)	$2,282.25	$1,284.45	$84.45
103	Walk-A-Thon	**$2,000.00**	$0.00	($10,754.07)	$11,902.46	$1,148.39	($851.61)
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	($8,008.61)	$9,745.00	$1,736.39	($3,263.61)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$246.73	$246.73	($253.27)
104d	Concessions	**$1,000.00**	$0.00	($285.47)	$800.87	$515.40	($484.60)
105	Miscellaneous	**$200.00**	$0.00	($28.60)	$79.00	$50.40	($149.60)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$92.99	$92.99	($1,107.01)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($334.13)	$670.75	$336.62	($2,663.38)
110	Box Tops	**$750.00**	$0.00	$0.00	$29.50	$29.50	($720.50)
	Total Income	**$15,150.00**	**$0.00**	**($20,408.68)**	**$26,034.55**	**$5,625.87**	**($9,524.13)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($50.00)	$0.00	(50.00)	450.00
303	Principals Direct	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
304	Special Events/Days	**$2,000.00**	$0.00	($2,576.16)	$0.00	(2,576.16)	(576.16)
305	Teacher Appreciation	**$2,000.00**	$0.00	($292.94)	$0.00	(292.94)	1,707.06
305a	Imperial Coffee Services	**$400.00**	$0.00	($288.72)	$0.00	(288.72)	111.28
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	($1,217.96)	$0.00	(1,217.96)	582.04
308	Instructional Money	**$3,400.00**	$0.00	($1,966.59)	$0.00	(1,966.59)	1,433.41
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($267.25)	$0.00	(267.25)	232.75
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$19,068.79	19,068.79	19,068.79
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($6,659.62)**	**$19,068.79**	**$12,409.17**	**$29,359.17**
	TOTALS		**$0.00**	**($27,068.30)**	**$45,103.34**	**$18,035.04**	
	TOTAL BALANCE IN CHECKING					**$18,035.04**	

Mills Action Club Account Balances 2022-2023

April

FYE 07/31/23 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$275.00	$275.00	($25.00)
102	Popcorn	**$1,200.00**	$0.00	($1,365.93)	$2,646.55	$1,280.62	$80.62
103	Walk-A-Thon	**$2,000.00**	$0.00	($801.29)	$8,530.38	$7,729.09	$5,729.09
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$122.20	$122.20	($4,877.80)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$134.10	$134.10	($365.90)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$591.38	$591.38	($408.62)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$81.98	$81.98	($1,118.02)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($6,122.80)	$11,544.81	$5,422.01	$2,422.01
110	Box Tops	**$750.00**	$0.00	$0.00	$71.30	$71.30	($678.70)
	Total Income	**$15,150.00**	**$0.00**	**($8,290.02)**	**$23,997.70**	**$15,707.68**	**$557.68**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($381.15)	$0.00	(381.15)	118.85
303	Principals Direct	**$500.00**	$0.00	($241.17)	$0.00	(241.17)	258.83
304	Special Events/Days	**$2,000.00**	$0.00	($1,836.07)	$0.00	(1,836.07)	163.93
305	Teacher Appreciation	**$2,000.00**	$0.00	($437.99)	$0.00	(437.99)	1,562.01
305a	Imperial Coffee Services	**$400.00**	$0.00	($361.50)	$0.00	(361.50)	38.50
306	Super Kids Day	**$600.00**	$0.00	($307.02)	$0.00	(307.02)	292.98
307	Special Projects	**$1,800.00**	$0.00	($754.09)	$0.00	(754.09)	1,045.91
308	Instructional Money	**$3,400.00**	$0.00	($885.12)	$0.00	(885.12)	2,514.88
309	5th Grade	**$500.00**	$0.00	($119.80)	$0.00	(119.80)	380.20
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($379.97)	$0.00	(379.97)	120.03
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($5,703.88)**	**$9,039.32**	**$3,335.44**	**$20,285.44**
	TOTALS		**$0.00**	**($13,993.90)**	**$33,037.02**	**$19,043.12**	
	TOTAL BALANCE IN CHECKING					**$19,043.12**	

Mills Action Club Account Balances 2022-2023

May

FYE 07/31/23 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$275.00	$275.00	($25.00)
102	Popcorn	**$1,200.00**	$0.00	($1,365.93)	$2,646.55	$1,280.62	$80.62
103	Walk-A-Thon	**$2,000.00**	$0.00	($801.29)	$8,530.38	$7,729.09	$5,729.09
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$122.20	$122.20	($4,877.80)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$134.10	$134.10	($365.90)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$591.38	$591.38	($408.62)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$81.98	$81.98	($1,118.02)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($6,122.80)	$11,544.81	$5,422.01	$2,422.01
110	Box Tops	**$750.00**	$0.00	$0.00	$71.30	$71.30	($678.70)
	Total Income	**$15,150.00**	**$0.00**	**($8,290.02)**	**$23,997.70**	**$15,707.68**	**$557.68**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($381.15)	$0.00	(381.15)	118.85
303	Principals Direct	**$500.00**	$0.00	($241.17)	$0.00	(241.17)	258.83
304	Special Events/Days	**$2,000.00**	$0.00	($1,836.07)	$0.00	(1,836.07)	163.93
305	Teacher Appreciation	**$2,000.00**	$0.00	($437.99)	$0.00	(437.99)	1,562.01
305a	Imperial Coffee Services	**$400.00**	$0.00	($361.50)	$0.00	(361.50)	38.50
306	Super Kids Day	**$600.00**	$0.00	($307.02)	$0.00	(307.02)	292.98
307	Special Projects	**$1,800.00**	$0.00	($754.09)	$0.00	(754.09)	1,045.91
308	Instructional Money	**$3,400.00**	$0.00	($885.12)	$0.00	(885.12)	2,514.88
309	5th Grade	**$500.00**	$0.00	($119.80)	$0.00	(119.80)	380.20
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($379.97)	$0.00	(379.97)	120.03
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($5,703.88)**	**$9,039.32**	**$3,335.44**	**$20,285.44**
	TOTALS		**$0.00**	**($13,993.90)**	**$33,037.02**	**$19,043.12**	
	TOTAL BALANCE IN CHECKING					**$19,043.12**	

Mills Action Club Account Balances 2022-2023

June

FYE 07/31/23 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$275.00	$275.00	($25.00)
102	Popcorn	**$1,200.00**	$0.00	($1,365.93)	$2,646.55	$1,280.62	$80.62
103	Walk-A-Thon	**$2,000.00**	$0.00	($801.29)	$8,530.38	$7,729.09	$5,729.09
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$122.20	$122.20	($4,877.80)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$134.10	$134.10	($365.90)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$591.38	$591.38	($408.62)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$81.98	$81.98	($1,118.02)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($6,122.80)	$11,544.81	$5,422.01	$2,422.01
110	Box Tops	**$750.00**	$0.00	$0.00	$71.30	$71.30	($678.70)
	Total Income	**$15,150.00**	**$0.00**	**($8,290.02)**	**$23,997.70**	**$15,707.68**	**$557.68**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($381.15)	$0.00	(381.15)	118.85
303	Principals Direct	**$500.00**	$0.00	($241.17)	$0.00	(241.17)	258.83
304	Special Events/Days	**$2,000.00**	$0.00	($1,836.07)	$0.00	(1,836.07)	163.93
305	Teacher Appreciation	**$2,000.00**	$0.00	($437.99)	$0.00	(437.99)	1,562.01
305a	Imperial Coffee Services	**$400.00**	$0.00	($361.50)	$0.00	(361.50)	38.50
306	Super Kids Day	**$600.00**	$0.00	($307.02)	$0.00	(307.02)	292.98
307	Special Projects	**$1,800.00**	$0.00	($754.09)	$0.00	(754.09)	1,045.91
308	Instructional Money	**$3,400.00**	$0.00	($885.12)	$0.00	(885.12)	2,514.88
309	5th Grade	**$500.00**	$0.00	($119.80)	$0.00	(119.80)	380.20
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($379.97)	$0.00	(379.97)	120.03
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($5,703.88)**	**$9,039.32**	**$3,335.44**	**$20,285.44**
	TOTALS		**$0.00**	**($13,993.90)**	**$33,037.02**	**$19,043.12**	
	TOTAL BALANCE IN CHECKING					**$19,043.12**	

Mills Action Club Account Balances 2022-2023

July

FYE 07/31/23 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$275.00	$275.00	($25.00)
102	Popcorn	**$1,200.00**	$0.00	($1,365.93)	$2,646.55	$1,280.62	$80.62
103	Walk-A-Thon	**$2,000.00**	$0.00	($801.29)	$8,530.38	$7,729.09	$5,729.09
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$122.20	$122.20	($4,877.80)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$134.10	$134.10	($365.90)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$591.38	$591.38	($408.62)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$107.65	$107.65	($1,092.35)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($6,122.80)	$11,544.81	$5,422.01	$2,422.01
110	Box Tops	**$750.00**	$0.00	$0.00	$71.30	$71.30	($678.70)
	Total Income	**$15,150.00**	**$0.00**	**($8,290.02)**	**$24,023.37**	**$15,733.35**	**$583.35**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($381.15)	$0.00	(381.15)	118.85
303	Principals Direct	**$500.00**	$0.00	($241.17)	$0.00	(241.17)	258.83
304	Special Events/Days	**$2,000.00**	$0.00	($1,836.07)	$0.00	(1,836.07)	163.93
305	Teacher Appreciation	**$2,000.00**	$0.00	($437.99)	$0.00	(437.99)	1,562.01
305a	Imperial Coffee Services	**$400.00**	$0.00	($361.50)	$0.00	(361.50)	38.50
306	Super Kids Day	**$600.00**	$0.00	($307.02)	$0.00	(307.02)	292.98
307	Special Projects	**$1,800.00**	$0.00	($754.09)	$0.00	(754.09)	1,045.91
308	Instructional Money	**$3,400.00**	$0.00	($885.12)	$0.00	(885.12)	2,514.88
309	5th Grade	**$500.00**	$0.00	($119.80)	$0.00	(119.80)	380.20
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($379.97)	$0.00	(379.97)	120.03
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($5,703.88)**	**$9,039.32**	**$3,335.44**	**$20,285.44**
	TOTALS		**$0.00**	**($13,993.90)**	**$33,062.69**	**$19,068.79**	
	TOTAL BALANCE IN CHECKING					**$19,068.79**	

Mills Action Club Account Balances 2023-2024

August

FYE 07/31/24 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$160.00	$160.00	($140.00)
102	Popcorn	**$1,200.00**	$0.00	($255.09)	$2,252.25	$1,997.16	$797.16
103	Walk-A-Thon	**$2,000.00**	$0.00	($31.87)	$0.00	($31.87)	($2,031.87)
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	($2,275.00)	$3,775.00	$1,500.00	($3,500.00)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$0.00	$0.00	($500.00)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$0.00	$0.00	($1,000.00)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$0.00	$0.00	($1,200.00)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$0.00	$0.00	($3,000.00)
110	Box Tops	**$750.00**	$0.00	$0.00	$0.00	$0.00	($750.00)
	Total Income	**$15,150.00**	**$0.00**	**($2,561.96)**	**$6,187.25**	**$3,625.29**	**($11,524.71)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
303	Principals Direct	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
304	Special Events/Days	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305	Teacher Appreciation	**$2,000.00**	$0.00	($169.24)	$0.00	(169.24)	1,830.76
305a	Imperial Coffee Services	**$400.00**	$0.00	($143.80)	$0.00	(143.80)	256.20
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	$0.00	$0.00	0.00	1,800.00
308	Instructional Money	**$3,400.00**	$0.00	$0.00	$0.00	0.00	3,400.00
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$19,068.79	19,068.79	19,068.79
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($313.04)**	**$19,068.79**	**$18,755.75**	**$35,705.75**
	TOTALS		**$0.00**	**($2,875.00)**	**$25,256.04**	**$22,381.04**	
	TOTAL BALANCE IN CHECKING					**$22,381.04**	

Mills Action Club Account Balances 2023-2024

September

FYE 07/31/24 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$160.00	$160.00	($140.00)
102	Popcorn	**$1,200.00**	$0.00	($255.09)	$2,252.25	$1,997.16	$797.16
103	Walk-A-Thon	**$2,000.00**	$0.00	($138.10)	$0.00	($138.10)	($2,138.10)
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	($2,275.00)	$3,775.00	$1,500.00	($3,500.00)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$0.00	$0.00	($500.00)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$0.00	$0.00	($1,000.00)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$0.00	$0.00	($1,200.00)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$0.00	$0.00	($3,000.00)
110	Box Tops	**$750.00**	$0.00	$0.00	$0.00	$0.00	($750.00)
	Total Income	**$15,150.00**	**$0.00**	**($2,668.19)**	**$6,187.25**	**$3,519.06**	**($11,630.94)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
303	Principals Direct	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
304	Special Events/Days	**$2,000.00**	$0.00	($63.01)	$0.00	(63.01)	1,936.99
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($143.80)	$0.00	(143.80)	256.20
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	$0.00	$0.00	0.00	1,800.00
308	Instructional Money	**$3,400.00**	$0.00	($400.00)	$0.00	(400.00)	3,000.00
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($267.25)	$0.00	(267.25)	232.75
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$19,068.79	19,068.79	19,068.79
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($874.06)**	**$19,068.79**	**$18,194.73**	**$35,144.73**
	TOTALS		**$0.00**	**($3,542.25)**	**$25,256.04**	**$21,713.79**	
	TOTAL BALANCE IN CHECKING					**$21,713.79**	

Mills Action Club Account Balances 2023-2024

October

FYE 07/31/24 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$180.00	$180.00	($120.00)
102	Popcorn	**$1,200.00**	$0.00	($255.09)	$2,282.25	$2,027.16	$827.16
103	Walk-A-Thon	**$2,000.00**	$0.00	($540.98)	$11,902.46	$11,361.48	$9,361.48
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	($2,275.00)	$3,775.00	$1,500.00	($3,500.00)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$0.00	$0.00	($500.00)
104d	Concessions	**$1,000.00**	$0.00	($285.47)	$800.87	$515.40	($484.60)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$80.99	$80.99	($1,119.01)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($20.74)	$0.00	($20.74)	($3,020.74)
110	Box Tops	**$750.00**	$0.00	$0.00	$0.00	$0.00	($750.00)
	Total Income	**$15,150.00**	**$0.00**	**($3,377.28)**	**$19,021.57**	**$15,644.29**	**$494.29**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
303	Principals Direct	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
304	Special Events/Days	**$2,000.00**	$0.00	($265.58)	$0.00	(265.58)	1,734.42
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($143.80)	$0.00	(143.80)	256.20
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	($171.07)	$0.00	(171.07)	1,628.93
308	Instructional Money	**$3,400.00**	$0.00	($1,200.00)	$0.00	(1,200.00)	2,200.00
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($267.25)	$0.00	(267.25)	232.75
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$19,068.79	19,068.79	19,068.79
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($2,047.70)**	**$19,068.79**	**$17,021.09**	**$33,971.09**
	TOTALS		**$0.00**	**($5,424.98)**	**$38,090.36**	**$32,665.38**	
	TOTAL BALANCE IN CHECKING					**$32,665.38**	

Mills Action Club Account Balances 2023-2024

November

FYE 07/31/24 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$185.00	$185.00	($115.00)
102	Popcorn	**$1,200.00**	$0.00	($433.09)	$2,282.25	$1,849.16	$649.16
103	Walk-A-Thon	**$2,000.00**	$0.00	($699.18)	$11,902.46	$11,203.28	$9,203.28
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	($2,275.00)	$8,775.00	$6,500.00	$1,500.00
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$73.73	$73.73	($426.27)
104d	Concessions	**$1,000.00**	$0.00	($285.47)	$800.87	$515.40	($484.60)
105	Miscellaneous	**$200.00**	$0.00	($28.60)	$79.00	$50.40	($149.60)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$80.99	$80.99	($1,119.01)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($20.74)	$0.00	($20.74)	($3,020.74)
110	Box Tops	**$750.00**	$0.00	$0.00	$0.00	$0.00	($750.00)
	Total Income	**$15,150.00**	**$0.00**	**($3,742.08)**	**$24,179.30**	**$20,437.22**	**$5,287.22**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
303	Principals Direct	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
304	Special Events/Days	**$2,000.00**	$0.00	($265.58)	$0.00	(265.58)	1,734.42
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($143.80)	$0.00	(143.80)	256.20
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	($248.81)	$0.00	(248.81)	1,551.19
308	Instructional Money	**$3,400.00**	$0.00	($1,390.54)	$0.00	(1,390.54)	2,009.46
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($267.25)	$0.00	(267.25)	232.75
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$19,068.79	19,068.79	19,068.79
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($2,315.98)**	**$19,068.79**	**$16,752.81**	**$33,702.81**
	TOTALS		**$0.00**	**($6,058.06)**	**$43,248.09**	**$37,190.03**	
	TOTAL BALANCE IN CHECKING					**$37,190.03**	

Mills Action Club Account Balances 2023-2024

December

FYE 07/31/24

This financial statement is unaudited and for internal use only.

INCOME

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$185.00	$185.00	($115.00)
102	Popcorn	**$1,200.00**	$0.00	($433.09)	$2,282.25	$1,849.16	$649.16
103	Walk-A-Thon	**$2,000.00**	$0.00	($754.07)	$11,902.46	$11,148.39	$9,148.39
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	($2,899.00)	$9,745.00	$6,846.00	$1,846.00
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$73.73	$73.73	($426.27)
104d	Concessions	**$1,000.00**	$0.00	($285.47)	$800.87	$515.40	($484.60)
105	Miscellaneous	**$200.00**	$0.00	($28.60)	$79.00	$50.40	($149.60)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$80.99	$80.99	($1,119.01)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($20.74)	$0.00	($20.74)	($3,020.74)
110	Box Tops	**$750.00**	$0.00	$0.00	$0.00	$0.00	($750.00)
	Total Income	**$15,150.00**	**$0.00**	**($4,420.97)**	**$25,149.30**	**$20,728.33**	**$5,578.33**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($50.00)	$0.00	(50.00)	450.00
303	Principals Direct	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
304	Special Events/Days	**$2,000.00**	$0.00	($1,461.27)	$0.00	(1,461.27)	538.73
305	Teacher Appreciation	**$2,000.00**	$0.00	($119.00)	$0.00	(119.00)	1,881.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($275.48)	$0.00	(275.48)	124.52
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	($408.48)	$0.00	(408.48)	1,391.52
308	Instructional Money	**$3,400.00**	$0.00	($1,869.29)	$0.00	(1,869.29)	1,530.71
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($267.25)	$0.00	(267.25)	232.75
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$19,068.79	19,068.79	19,068.79
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($4,450.77)**	**$19,068.79**	**$14,618.02**	**$31,568.02**
	TOTALS		**$0.00**	**($8,871.74)**	**$44,218.09**	**$35,346.35**	
	TOTAL BALANCE IN CHECKING					**$35,346.35**	

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy

Legal name of applicant: Morrow Elementary PTO

Organization's address: 12301 N 132nd E Ave
Collinsville, OK 74021

Organization's federal ID#: 84-3108396

Organization's representative From whom additional Information can be obtained: Amy Hunter

Applicant's phone# & e-mail: 918-899-9312 morrowpto@yahoo.com

Statement of purpose and goals:

Our mission is to sustain a relationship between parents, teachers and students by providing opportunites at home and on site for families to participate in events and fundraising.

Describe your organizational structure and membership requirements:

We are an elected board and adhere to by-laws. Our members pay an annual fee of $5 which allows them the right to vote during meetings and

Describe how the District and its students will benefit if the organization is sanctioned:

We will be able to provide materials and/or financial support to the students and teachers and offer free events for our families.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Morrow Elementary PTO

Name of Applicant (Organization)

05/06/2024

Date

Signature of Applicant representative

Approval (Board of Education)

Date

Event Name	Income	Expense	
Balance from 2023/24	$2,776.75		
Membership Fees	$320.00		
Walkathon Profits	$24,100		
Coin War	$1,510	$1,000	
Holiday Store Profits	$4,289.00		
Spiritwear	$0.00	$0	
Friendship Grams	$300	250	
Sunshine Crew		$327,83	
Classroom Giveback		$4,200	
Staff/Classroom Requests		$2,972.00	
Prize/Incentives		$3,100.00	
Change War	$3,047.65		
PTO Supplies		325,34	
Special Meals/Lounge Events		$400.00	
Teacher Appreciation Week		$1,000	
Biz Town		$2,340	
Biz Town carried over for 24/25	$2,370		
Swings Savings	$22,000		
Cost of Swings/Installation		$45,125.00	Balance
	$60,713.53	60387	$326.53

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Northeast PTO

Organization's address: 13650 E 103rd St. N.
Owasso, OK 74055

Organization's federal ID#: 73-1618258

Organization's representative
From whom additional
Information can be obtained: Lindsay Oelschlager

Applicant's phone# & e-mail: owassonortheastpto@gmail.com
918-272-0015

Statement of purpose and goals:

Our purpose of Northeast PTO is to support education and foster relationships between children, parents, and teachers. We long to support our school community and provide a sense of connectedness.

Describe your organizational structure and membership requirements:

The board of this organization currently includes: President, Vice President, Secretary, and Treasurer. We are in the works of adding new board members to help with events and organization. PTO is made available to any immediate family members over 18, and all Northeast staff.

Describe how the District and its students will benefit if the organization is sanctioned:

The Northeast PTO provides financial assistance to Northeast Elementary and helps to create a sense of community for our faculty and families

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Northeast Elementary PTO
Name of Applicant (Organization)

Approval (Board of Education)

4-18-24
Date

Date

Abby Schoenthaler
Signature of Applicant representative

Northeast Elementary PTO
School Year 2023-2024

	A	B	C	D	E
3	Item	2023-24			
4	**Starting Balances**		X		
5	Legacy Savings	$5,052.93		$5,050.34	
6	General Business Account (Liquid Cash)	$15,448.14		$23,900.29	
7	Expenses				
8	Fundraising	Budgeted	Spent	Received	Total
9	Spirit Wear Expense	$3,250.00		$560.00	$560.00
10	Northest Num Nums	$900.00	$528.86	$1,673.40	$1,144.54
11	Fall Family Picnic	$500.00	$533.18	$1,125.25	$592.07
12	Walk-a-thon	$550.00	$439.46	$5,969.36	$5,529.90
13	Valentine's Grams	$500.00		$1,011.39	$1,011.39
14	Boo Grams	$500.00	$417.53	$837.00	$419.47
15	Basket Bingo (family game night)	$2,250.00			$0.00
16	Fun Fitness Day	$60.00			$0.00
17	Special Requests(tvs, PTC dinner, coffee/donuts)	$800.00	$1,420.91		-$1,420.91
18	Family Dance		$751.21	$6,051.00	$5,299.79
19	Fairy Godmother Teacher Appreciation		$517.99		-$517.99
20	Enrichment Expenses				
21	First Day of School	$150.00	$85.00		-$85.00
22	Mornings With Me	$600.00	$428.17		-$428.17
23	Folders	$750.00			$0.00
24	**Recess Equipment**	$0.00			$0.00
25	Teacher Enrichment	$4,500.00	$3,200.00		-$3,200.00
26	Specials Enrichment	$900.00			$0.00
27	Library Enrichment	$1,500.00			$0.00
28	Rizograph (Xerox)	$300.00			$0.00
29	discretionary spend				
30	Operational Expenses				
31	Liability Insurance	$350.00	$289.50		-$289.50
32	Misc	$350.00	$100.00		-$100.00
33	PTO Supplies	$300.00	$63.44		-$63.44
34	**Total Projected Expenses**	**$19,010.00**	**$8,775.25**	**$17,227.40**	**$8,452.15**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Stone Canyon Elementary PTO

Organization's address: 7305 N. 177th E. Ave.
Owasso, OK 74055

Organization's federal ID#: 27-0837291

Organization's representative
From whom additional
Information can be obtained: Sarah Beth Leedy

Applicant's phone# & e-mail: (918) 519-3668 sbjkd22@gmail.com

Statement of purpose and goals:

The purpose of Stone Canyon Elementary PTO is to provide support to the SCE school, staff, and students wherever possible.

Describe your organizational structure and membership requirements:

Our organization consists of a nominated board plus members who meet monthly during the school year. Membership dues are $5.00 per person annually.

Describe how the District and its students will benefit if the organization is sanctioned:

OPS and SCE will benefit since the PTO provides valuable educational tools, supplies, programs, and events that all teachers, staff, and students may utilize.

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

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Stone Canyon Elementary PTO
Name of Applicant (Organization)

Approval (Board of Education)

04-24-24
Date

Date

Signature of Applicant representative

Stone Canyon Elementary PTO

Profit and Loss

July 2023 - March 2024

	TOTAL
Income	
Amazon Smiles	97.10
Father-Daughter	1,130.00
Membership	645.00
Mother-Son	3,380.00
Skating Money	3,827.00
Spirit Nights - Restaurant	2,374.76
Spirit Wear Income	7,368.46
Spring Fundraiser	6,304.75
Walk-A-Thon Income	17,029.00
Total Income	**$42,156.07**
GROSS PROFIT	**$42,156.07**
Expenses	
5th Grade Party	950.00
Christmas Crafts	545.01
Class Parties	2,519.49
Father Daughter Night	405.00
Funding Request	8,087.61
Mother-Son Expense	3,282.14
OEF Basket	276.75
School Supplies	78.42
Spirit Wear	8,978.46
Spirit/Social	3,783.76
Uncategorized Expense	28.74
Walk-A-Thon	3,780.92
Total Expenses	**$32,716.30**
NET OPERATING INCOME	**$9,439.77**
NET INCOME	**$9,439.77**

2024-25 Owasso Band Boosters Concession Contract With Owasso School District

This contract is made by and between INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN TULSA COUNTY, OKLAHOMA, hereinafter called the "District", and Owasso Band Booster Club hereafter called the "Club."

RECITALS:
1. District is the owner of the Athletic complex, specifically the Football Stadium and East Campus gym for purposes of this contract, (hereinafter called the "Complex") located on the property of Owasso Schools, Owasso, Oklahoma.
2. Club desires to obtain from the District the exclusive rights to operate food and beverage concession (hereinafter called the "Concessions") during all sporting events controlled by the Athletic Department (excluding Owasso home Soccer games) at the complex during the period August 1, 2024 through June 30, 2025.

Therefore the parties agree as follows:

1. Operations of Concessions, District hereby grants to Club the right to operate the Concessions at the Complex through the period specified above. Club agrees to operate the concessions at the complex during the period specified above in accordance with the terms of this agreement. Club further agrees to schedule a meeting with the district's Operations Department prior to the start of the new season in order that both parties can check the operation readiness of the concession facilities at the complex.

2. Compliance with Laws. In the operation of the concessions, Club shall comply with all applicable laws, rules, regulations, and ordinances, including but not limited to health, licensing, permits and safety rules and regulations of local and state laws and the sales tax requirements of the Oklahoma Tax Commission. Club shall provide the District copies of all current licenses and permits. After each event, Club shall be responsible for cleaning the concession food preparation areas and concession equipment.

3. Equipment. Club shall have the right to use any equipment owned by the District and presently installed in the concession areas. This agreement shall not obligate the District to furnish any additional concession equipment. District agrees to provide and maintain utilities for the operation on the concessions.

   District shall not be required to provide any utility service in addition to that which presently exists. Club shall be responsible for any damage to District's equipment that occurs during periods of time when Club is operating the concessions.

   Club shall have the right to install such additional concession equipment as it deems appropriate (upon prior consultation with the District Operations Department) and such equipment may be removed by Club at termination of this agreement, subject to the obligations of Club to repair any damage done to the complex by such removal. District shall have no responsibility for any loss, damage, vandalism or destruction of Club's equipment.

4. Term. The term of this agreement shall be August 1, 2024 through June 30, 2025
5. . District reserves the right to cancel this agreement at any time by providing thirty (30) days written notice to the Club in the event the Club fails to perform any obligation listed hereunder:

5. Miscellaneous:

a. Club desires the right to operate the concessions at scheduled Complex events (specifically related to football, basketball and wrestling) during the period of August 1, 2024, through June 30, 2025. While the Club concessions are in operation, no other food or beverages may be sold in the complex or its parking lots. Food and drink may be served, but not sold, unless permissible by the Club.

b. The Owasso High School Athletic Department may provide catered food and beverages to its coaches and guests in the Complex.

c. The Owasso Athletic Department shall be paid ten (10) percent of the Club's concession profits (before labor costs and after the costs of goods) **not to exceed $4,000 for football and $1,000 for basketball/wrestling to offset** Complex utility, maintenance, cleaning costs for the season.

d. **The Owasso Athletic Department shall be paid $500 from the Club's concession profits per hosted football playoff game to offset Complex maintenance and cleaning costs for the event**.

e. This agreement shall be binding upon the parties hereto and their successors and assigns, except that Club shall not have the right to assign this agreement or to sublet the operation of the concession without prior written agreement of District.

f. Club shall be responsible for determining menu items and pricing of products to realize a fair and reasonable profit. Provided, however, no beer or alcoholic beverage shall be sold or dispensed by the Club. District contracts for food and/or beverage that include the complex will be honored by the Club.

g. Club agrees to allow the Chief Financial Officer of the District access to audit concession records.

INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN OF TULSA COUNTY, OKLAHOMA

By _____ Date _____
President- "Owasso School District Board"

By Jennifer William Date 5/23/24
President- "Club"

2024-25 Owasso Baseball Boosters Concession Contract With Owasso School District

This contract is made by and between INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN TULSA COUNTY, OKLAHOMA, hereinafter called the "District" and Owasso Baseball Booster Club hereafter called the "Club."

RECITALS:
1. District is the owner of the Baseball complex (hereinafter called the "complex") located on the property of Owasso Schools, Owasso, Oklahoma.
2. Club desires to obtain from the District the exclusive rights to operate food and beverage concession (hereinafter called the "concessions") at the complex during the period August 1, 2024 through June 30, 2025.

Therefore the parties agree as follows:

1. Operations of Concessions, District hereby grants to Club the exclusive right to operate the Concessions at the complex through the period specified above. Club agrees to operate the concessions at the complex during the period specified above in accordance with the terms of this agreement. Club further agrees to schedule a meeting with the district's Operations Department prior to the start of the new season in order that both parties can check the operation readiness of the concession facilities at the complex.

2. Compliance with Laws. In the operation of the concessions, Club shall comply with all applicable laws, rules, regulations, and ordinances, including but not limited to health, licensing, permits and safety rules and regulations of local and state laws and the sales tax requirements of the Oklahoma Tax Commission. Club shall provide the District copies of all current licenses and permits. After each event, Club shall be responsible for cleaning the concession food preparation areas and concession equipment.

3. Equipment. Club shall have the right to use any equipment owned by the District and presently installed in the concession areas. This agreement shall not obligate the District to furnish any additional concession equipment. District agrees to provide and maintain utilities for the operation on the concessions.

   District shall not be required to provide any utility service in addition to that which presently exists. Club shall be responsible for any damage to District's equipment that occurs during periods of time when Club is operating the concessions.

   Club shall have the right to install such additional concession equipment as it deems appropriate (upon prior consultation with the District Operations Department) and such equipment may be removed by Club at termination of this agreement, subject to the obligations of Club to repair any damage done to the complex by such removal. District shall have no responsibility for any loss, damage, vandalism or destruction of Club's equipment.

4. Term. The term of this agreement shall be August 1, 2024 through June 30, 2025. District reserves the right to cancel this agreement at any time by providing thirty (30) days written notice to the Club in the event the Club fails to perform any obligation listed hereunder:

5. Miscellaneous:

a. Club desires the right to operate the concessions at scheduled Complex events during the period of August 1, 2024, through June 30, 2025. While the Club concessions are in operation, no other food or beverages may be sold in the complex or its parking lots. Food and drink served, but not sold, is permissible.

b. The Owasso District may operate a hospitality room for its members prior to and during the contest of Owasso High School athletic events.

c. The Owasso High School Athletic Department may provide catered food and beverages to its coaches and guests in the complex.

d. **The Owasso Athletic Department shall be paid ten (10) percent of the Club's concession profits (before labor costs and after the costs of goods) not to exceed $200 to offset Complex utility, maintenance, cleaning costs for the season.**

e. This agreement shall be binding upon the parties hereto and their successors and assigns, except that Club shall not have the right to assign this agreement or to sublet the operation of the concession without prior written agreement of District.

f. Club shall be responsible for determining menu items and pricing of products to realize a fair and reasonable profit. Provided, however, no beer or alcoholic beverage shall be sold or dispensed by the Club. District contracts for food and/or beverage that include the complex will be honored by the Club.

g. Club agrees to allow the Chief Financial Officer of the District access to audit concession records.

INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN OF TULSA COUNTY, OKLAHOMA

By _____ Date _____
President- "Owasso School District Board"

By Owasso Baseball Booster Club Date 5/14/2024
President- "Club"

2024-2025 Owasso Basketball Boosters Concession Contract With Owasso School District

This contract is made by and between INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN TULSA COUNTY, OKLAHOMA, hereinafter called the "District" and Owasso Basketball Booster Club hereafter called the "Club."

RECITALS:
1. District is the owner of the 8th Grade Center Gym complex (hereinafter called the "complex") located on the property of Owasso Schools, Owasso, Oklahoma.
2. Club desires to obtain from the District the exclusive rights to operate food and beverage concession (hereinafter called the "concessions") at the complex during the period August 1, 2024 through June 30, 2025.

Therefore the parties agree as follows:

1. Operations of Concessions, District hereby grants to Club the exclusive right to operate the Concessions at the complex through the period specified above. Club agrees to operate the concessions at the complex during the period specified above in accordance with the terms of this agreement. Club further agrees to schedule a meeting with the district's Operations Department prior to the start of the new season in order that both parties can check the operation readiness of the concession facilities at the complex.

2. Compliance with Laws. In the operation of the concessions, Club shall comply with all applicable laws, rules, regulations, and ordinances, including but not limited to health, licensing, permits and safety rules and regulations of local and state laws and the sales tax requirements of the Oklahoma Tax Commission. Club shall provide the District copies of all current licenses and permits. After each event, Club shall be responsible for cleaning the concession food preparation areas and concession equipment.

3. Equipment. Club shall have the right to use any equipment owned by the District and presently installed in the concession areas. This agreement shall not obligate the District to furnish any additional concession equipment. District agrees to provide and maintain utilities for the operation on the concessions.

   District shall not be required to provide any utility service in addition to that which presently exists. Club shall be responsible for any damage to District's equipment that occurs during periods of time when Club is operating the concessions.

   Club shall have the right to install such additional concession equipment as it deems appropriate (upon prior consultation with the District Operations Department) and such equipment may be removed by Club at termination of this agreement, subject to the obligations of Club to repair any damage done to the complex by such removal. District shall have no responsibility for any loss, damage, vandalism or destruction of Club's equipment.

4. Term. The term of this agreement shall be August 1, 2024 through June 30, 2025. District reserves the right to cancel this agreement at any time by providing thirty (30) days written notice to the Club in the event the Club fails to perform any obligation listed hereunder:

5. Miscellaneous:

a. Club desires the right to operate the concessions at scheduled Complex events during the period of August 1, 2024, through June 30, 2025. While the Club concessions are in operation, no other food or beverages may be sold in the complex or its parking lots. Food and drink served, but not sold, are permissible.

b. The Owasso District may operate a hospitality room for its members prior to and during the contest of Owasso High School athletic events.

c. The Owasso High School Athletic Department may provide catered food and beverages to its coaches and guests in the complex.

d. **The Owasso Athletic Department shall be paid ten (10) percent of the Club's concession profits (before labor costs and after the costs of goods) not to exceed $200 to offset Complex utility, maintenance, cleaning costs for the season.**

e. This agreement shall be binding upon the parties hereto and their successors and assigns, except that Club shall not have the right to assign this agreement or to sublet the operation of the concession without prior written agreement of District.

f. Club shall be responsible for determining menu items and pricing of products to realize a fair and reasonable profit. Provided, however, no beer or alcoholic beverage shall be sold or dispensed by the Club. District contracts for food and/or beverage that include the complex will be honored by the Club.

g. Club agrees to allow the Chief Financial Officer of the District access to audit concession records.

INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN OF TULSA COUNTY, OKLAHOMA

By _____ Date _____
President- "Owasso School District Board"

By Amanda Montoneth Date 4/15/24
President- "Club"

2024-2025 Owasso Wrestling Boosters Concession Contract With Owasso School District

This contract is made by and between INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN TULSA COUNTY, OKLAHOMA, hereinafter called the "District", and Owasso Wrestling Booster Club hereafter called the "Club."

RECITALS:
1. District is the owner of the Gym complex (hereinafter called the "complex") located on the property of Owasso Schools, Owasso, Oklahoma.
2. Club desires to obtain from the District the exclusive rights to operate food and beverage concession (hereinafter called the "concessions") at the complex during the period August 1, 2024 through June 30, 2025.

Therefore the parties agree as follows:

1. Operations of Concessions, District hereby grants to Club the exclusive right to operate the Concessions at the complex through the period specified above. Club agrees to operate the concessions at the complex during the period specified above in accordance with the terms of this agreement. Club further agrees to schedule a meeting with the district's Operations Department prior to the start of the new season in order that both parties can check the operation readiness of the concession facilities at the complex.

2. Compliance with Laws. In the operation of the concessions, Club shall comply with all applicable laws, rules, regulations, and ordinances, including but not limited to health, licensing, permits and safety rules and regulations of local and state laws and the sales tax requirements of the Oklahoma Tax Commission. Club shall provide the District copies of all current licenses and permits. After each event, Club shall be responsible for cleaning the concession food preparation areas and concession equipment.

3. Equipment. Club shall have the right to use any equipment owned by the District and presently installed in the concession areas. This agreement shall not obligate the District to furnish any additional concession equipment. District agrees to provide and maintain utilities for the operation on the concessions.

   District shall not be required to provide any utility service in addition to that which presently exists. Club shall be responsible for any damage to District's equipment that occurs during periods of time when Club is operating the concessions.

   Club shall have the right to install such additional concession equipment as it deems appropriate (upon prior consultation with the District Operations Department) and such equipment may be removed by Club at termination of this agreement, subject to the obligations of Club to repair any damage done to the complex by such removal. District shall have no responsibility for any loss, damage, vandalism or destruction of Club's equipment.

4. Term. The term of this agreement shall be August 1, 2024 through June 30, 2025. District reserves the right to cancel this agreement at any time by providing thirty (30) days written notice to the Club in the event the Club fails to perform any obligation listed hereunder:

5. Miscellaneous:

a. Club desires the right to operate the concessions at scheduled Complex events during the period of August 1, 2024, through June 30, 2025. While the Club concessions are in operation, no other food or beverages may be sold in the complex or its parking lots. Food and drink served, but not sold, is permissible.

b. The Owasso District may operate a hospitality room for its members prior to and during the contest of Owasso High School athletic events.

c. The Owasso High School Athletic Department may provide catered food and beverages to its coaches and guests in the complex.

d. **The Owasso Athletic Department shall be paid ten (10) percent of the Club's concession profits (before labor costs and after the costs of goods) not to exceed $200 to offset Complex utility, maintenance, cleaning costs for the season.**

e. This agreement shall be binding upon the parties hereto and their successors and assigns, except that Club shall not have the right to assign this agreement or to sublet the operation of the concession without prior written agreement of District.

f. Club shall be responsible for determining menu items and pricing of products to realize a fair and reasonable profit. Provided, however, no beer or alcoholic beverage shall be sold or dispensed by the Club. District contracts for food and/or beverage that include the complex will be honored by the Club.

g. Club agrees to allow the Chief Financial Officer of the District access to audit concession records.

INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN OF TULSA COUNTY, OKLAHOMA

By _____ Date _____
President- "Owasso School District Board"

By Heather Allen Date 4-16-24
President- "Club"

2024-2025 Owasso Soccer Boosters Concession Contract With Owasso School District

This contract is made by and between INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN TULSA COUNTY, OKLAHOMA, hereinafter called the "District" and Owasso Soccer Booster Club hereafter called the "Club."

RECITALS:
1. District is the owner of the Stadium complex (hereinafter called the "complex") located on the property of Owasso Schools, Owasso, Oklahoma.
2. Club desires to obtain from the District the exclusive rights to operate food and beverage concession (hereinafter called the "concessions") at the complex during the period August 1, 2024 through June 30, 2025.

Therefore the parties agree as follows:

1. Operations of Concessions, District hereby grants to Club the exclusive right to operate the Concessions at the complex through the period specified above. Club agrees to operate the concessions at the complex during the period specified above in accordance with the terms of this agreement. Club further agrees to schedule a meeting with the district's Operations Department prior to the start of the new season in order that both parties can check the operation readiness of the concession facilities at the complex.

2. Compliance with Laws. In the operation of the concessions, Club shall comply with all applicable laws, rules, regulations, and ordinances, including but not limited to health, licensing, permits and safety rules and regulations of local and state laws and the sales tax requirements of the Oklahoma Tax Commission. Club shall provide the District copies of all current licenses and permits. After each event, Club shall be responsible for cleaning the concession food preparation areas and concession equipment.

3. Equipment. Club shall have the right to use any equipment owned by the District and presently installed in the concession areas. This agreement shall not obligate the District to furnish any additional concession equipment. District agrees to provide and maintain utilities for the operation on the concessions.

   District shall not be required to provide any utility service in addition to that which presently exists. Club shall be responsible for any damage to District's equipment that occurs during periods of time when Club is operating the concessions.

   Club shall have the right to install such additional concession equipment as it deems appropriate (upon prior consultation with the District Operations Department) and such equipment may be removed by Club at termination of this agreement, subject to the obligations of Club to repair any damage done to the complex by such removal. District shall have no responsibility for any loss, damage, vandalism or destruction of Club's equipment.

4. Term. The term of this agreement shall be August 1, 2024 through June 30, 2025. District reserves the right to cancel this agreement at any time by providing thirty (30) days written notice to the Club in the event the Club fails to perform any obligation listed hereunder:

5. Miscellaneous:

a. Club desires the right to operate the concessions at scheduled Complex events during the period of August 1, 2024, through June 30, 2025. While the Club concessions are in operation, no other food or beverages may be sold in the complex or its parking lots. Food and drink served, but not sold, is permissible.

b. The Owasso District may operate a hospitality room for its members prior to and during the contest of Owasso High School athletic events.

c. The Owasso High School Athletic Department may provide catered food and beverages to its coaches and guests in the complex.

d. **The Owasso Athletic Department shall be paid ten (10) percent of the Club's concession profits (before labor costs and after the costs of goods) not to exceed $200 to offset Complex utility, maintenance, cleaning costs for the season.**

e. This agreement shall be binding upon the parties hereto and their successors and assigns, except that Club shall not have the right to assign this agreement or to sublet the operation of the concession without prior written agreement of District.

f. Club shall be responsible for determining menu items and pricing of products to realize a fair and reasonable profit. Provided, however, no beer or alcoholic beverage shall be sold or dispensed by the Club. District contracts for food and/or beverage that include the complex will be honored by the Club.

g. Club agrees to allow the Chief Financial Officer of the District access to audit concession records.

INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN OF TULSA COUNTY, OKLAHOMA

By _____ Date _____
President- "Owasso School District Board"

By Scott Reeves Date 4/15/2024
President- "Club"

2024-2025 Owasso Softball Boosters Concession Contract With Owasso School District

This contract is made by and betweenINDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN TULSA COUNTY, OKLAHOMA, hereinafter called the "District" and Owasso Softball Booster Club hereafter called the "Club."

RECITALS:
1. District is the owner of the Softball complex (hereinafter called the "complex") located on the property of Owasso Schools, Owasso, Oklahoma.
2. Club desires to obtain from the District the exclusive rights to operate food and beverage concession (hereinafter called the "concessions") at the complex during the period August 1, 2024 through June 30, 2025.

Therefore the parties agree as follows:

1. Operations of Concessions, District hereby grants to Club the exclusive right to operate the Concessions at the complex through the period specified above. Club agrees to operate the concessions at the complex during the period specified above in accordance with the terms of this agreement. Club further agrees to schedule a meeting with the district's Operations Department prior to the start of the new season in order that both parties can check the operation readiness of the concession facilities at the complex.

2. Compliance with Laws. In the operation of the concessions, Club shall comply with all applicable laws, rules, regulations, and ordinances, including but not limited to health, licensing, permits and safety rules and regulations of local and state laws and the sales tax requirements of the Oklahoma Tax Commission. Club shall provide the District copies of all current licenses and permits. After each event, Club shall be responsible for cleaning the concession food preparation areas and concession equipment.

3. Equipment. Club shall have the right to use any equipment owned by the District and presently installed in the concession areas. This agreement shall not obligate the District to furnish any additional concession equipment. District agrees to provide and maintain utilities for the operation on the concessions.

   District shall not be required to provide any utility service in addition to that which presently exists. Club shall be responsible for any damage to District's equipment that occurs during periods of time when Club is operating the concessions.

   Club shall have the right to install such additional concession equipment as it deems appropriate (upon prior consultation with the District Operations Department) and such equipment may be removed by Club at termination of this agreement, subject to the obligations of Club to repair any damage done to the complex by such removal. District shall have no responsibility for any loss, damage, vandalism or destruction of Club's equipment.

4. Term. The term of this agreement shall be August 1, 2024 through June 30, 2025. District reserves the right to cancel this agreement at any time by providing thirty (30) days written notice to the Club in the event the Club fails to perform any obligation listed hereunder:

5. Miscellaneous:

a. Club desires the right to operate the concessions at scheduled Complex events during the period of August 1, 2024, through June 30, 2025. While the Club concessions are in operation, no other food or beverages may be sold in the complex or its parking lots. Food and drink served, but not sold, is permissible.

b. The Owasso District may operate a hospitality room for its members prior to and during the contest of Owasso High School athletic events.

c. The Owasso High School Athletic Department may provide catered food and beverages to its coaches and guests in the complex.

d. **The Owasso Athletic Department shall be paid ten (10) percent of the Club's concession profits (before labor costs and after the costs of goods) not to exceed $200 to offset Complex utility, maintenance, cleaning costs for the season.**

e. This agreement shall be binding upon the parties hereto and their successors and assigns, except that Club shall not have the right to assign this agreement or to sublet the operation of the concession without prior written agreement of District.

f. Club shall be responsible for determining menu items and pricing of products to realize a fair and reasonable profit. Provided, however, no beer or alcoholic beverage shall be sold or dispensed by the Club. District contracts for food and/or beverage that include the complex will be honored by the Club.

g. Club agrees to allow the Chief Financial Officer of the District access to audit concession records.

INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN OF TULSA COUNTY, OKLAHOMA

By _____ Date _____
President- "Owasso School District Board"

By _____ Date 05/01/24
President- "Club"

2024-2025 Owasso Track/CC Boosters Concession Contract With Owasso School District

This contract is made by and between INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN TULSA COUNTY, OKLAHOMA, hereinafter called the "District" and Owasso Track/CC Booster Club hereafter called the "Club."

RECITALS:
1. District is the owner of the Track/CC complex (hereinafter called the "complex") located on the property of Owasso Schools, Owasso, Oklahoma.
2. Club desires to obtain from the District the exclusive rights to operate food and beverage concession (hereinafter called the "concessions") at the complex during the period August 1, 2024 through June 30, 2025.

Therefore the parties agree as follows:

1. Operations of Concessions, District hereby grants to Club the exclusive right to operate the Concessions at the complex through the period specified above. Club agrees to operate the concessions at the complex during the period specified above in accordance with the terms of this agreement. Club further agrees to schedule a meeting with the district's Operations Department prior to the start of the new season in order that both parties can check the operation readiness of the concession facilities at the complex.

2. Compliance with Laws. In the operation of the concessions, Club shall comply with all applicable laws, rules, regulations, and ordinances, including but not limited to health, licensing, permits and safety rules and regulations of local and state laws and the sales tax requirements of the Oklahoma Tax Commission. Club shall provide the District copies of all current licenses and permits. After each event, Club shall be responsible for cleaning the concession food preparation areas and concession equipment.

3. Equipment. Club shall have the right to use any equipment owned by the District and presently installed in the concession areas. This agreement shall not obligate the District to furnish any additional concession equipment. District agrees to provide and maintain utilities for the operation on the concessions.

   District shall not be required to provide any utility service in addition to that which presently exists. Club shall be responsible for any damage to District's equipment that occurs during periods of time when Club is operating the concessions.

   Club shall have the right to install such additional concession equipment as it deems appropriate (upon prior consultation with the District Operations Department) and such equipment may be removed by Club at termination of this agreement, subject to the obligations of Club to repair any damage done to the complex by such removal. District shall have no responsibility for any loss, damage, vandalism or destruction of Club's equipment.

4. Term. The term of this agreement shall be August 1, 2024 through June 30, 2025. District reserves the right to cancel this agreement at any time by providing thirty (30) days written notice to the Club in the event the Club fails to perform any obligation listed hereunder:

5. Miscellaneous:

a. Club desires the right to operate the concessions at scheduled Complex events during the period of August 1, 2024, through June 30, 2025. While the Club concessions are in operation, no other food or beverages may be sold in the complex or its parking lots. Food and drink served, but not sold, is permissible.

b. The Owasso District may operate a hospitality room for its members prior to and during the contest of Owasso High School athletic events.

c. The Owasso High School Athletic Department may provide catered food and beverages to its coaches and guests in the complex.

d. **The Owasso Athletic Department shall be paid ten (10) percent of the Club's concession profits (before labor costs and after the costs of goods) not to exceed $200 to offset Complex utility, maintenance, cleaning costs for the season.**

e. This agreement shall be binding upon the parties hereto and their successors and assigns, except that Club shall not have the right to assign this agreement or to sublet the operation of the concession without prior written agreement of District.

f. Club shall be responsible for determining menu items and pricing of products to realize a fair and reasonable profit. Provided, however, no beer or alcoholic beverage shall be sold or dispensed by the Club. District contracts for food and/or beverage that include the complex will be honored by the Club.

g. Club agrees to allow the Chief Financial Officer of the District access to audit concession records.

INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN OF TULSA COUNTY, OKLAHOMA

By _____ Date _____
President- "Owasso School District Board"

By Brittany [illegible] Date 04/11/2024
President- "Club"

2024-2025 Owasso Volleyball Boosters Concession Contract With Owasso School District

This contract is made by and between INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN TULSA COUNTY, OKLAHOMA, hereinafter called the "District" and Owasso Volleyball Booster Club hereafter called the "Club."

RECITALS:
1. District is the owner of the Gym complex (hereinafter called the "complex") located on the property of Owasso Schools, Owasso, Oklahoma.
2. Club desires to obtain from the District the exclusive rights to operate food and beverage concession (hereinafter called the "concessions") at the complex during the period August 1, 2024 through June 30, 2025.

Therefore the parties agree as follows:

1. Operations of Concessions, District hereby grants to Club the exclusive right to operate the Concessions at the complex through the period specified above. Club agrees to operate the concessions at the complex during the period specified above in accordance with the terms of this agreement. Club further agrees to schedule a meeting with the district's Operations Department prior to the start of the new season in order that both parties can check the operation readiness of the concession facilities at the complex.

2. Compliance with Laws. In the operation of the concessions, Club shall comply with all applicable laws, rules, regulations, and ordinances, including but not limited to health, licensing, permits and safety rules and regulations of local and state laws and the sales tax requirements of the Oklahoma Tax Commission. Club shall provide the District copies of all current licenses and permits. After each event, Club shall be responsible for cleaning the concession food preparation areas and concession equipment.

3. Equipment. Club shall have the right to use any equipment owned by the District and presently installed in the concession areas. This agreement shall not obligate the District to furnish any additional concession equipment. District agrees to provide and maintain utilities for the operation on the concessions.

   District shall not be required to provide any utility service in addition to that which presently exists. Club shall be responsible for any damage to District's equipment that occurs during periods of time when Club is operating the concessions.

   Club shall have the right to install such additional concession equipment as it deems appropriate (upon prior consultation with the District Operations Department) and such equipment may be removed by Club at termination of this agreement, subject to the obligations of Club to repair any damage done to the complex by such removal. District shall have no responsibility for any loss, damage, vandalism or destruction of Club's equipment.

4. Term. The term of this agreement shall be August 1, 2024 through June 30, 2025. District reserves the right to cancel this agreement at any time by providing thirty (30) days written notice to the Club in the event the Club fails to perform any obligation listed hereunder:

5. Miscellaneous:

a. Club desires the right to operate the concessions at scheduled Complex events during the period of August 1, 2024, through June 30, 2025. While the Club concessions are in operation, no other food or beverages may be sold in the complex or its parking lots. Food and drink served, but not sold, are permissible.

b. The Owasso District may operate a hospitality room for its members prior to and during the contest of Owasso High School athletic events.

c. The Owasso High School Athletic Department may provide catered food and beverages to its coaches and guests in the complex.

d. **The Owasso Athletic Department shall be paid ten (10) percent of the Club's concession profits (before labor costs and after the costs of goods) not to exceed $200 to offset Complex utility, maintenance, cleaning costs for the season.**

e. This agreement shall be binding upon the parties hereto and their successors and assigns, except that Club shall not have the right to assign this agreement or to sublet the operation of the concession without prior written agreement of District.

f. Club shall be responsible for determining menu items and pricing of products to realize a fair and reasonable profit. Provided, however, no beer or alcoholic beverage shall be sold or dispensed by the Club. District contracts for food and/or beverage that include the complex will be honored by the Club.

g. Club agrees to allow the Chief Financial Officer of the District access to audit concession records.

INDEPENDENT SCHOOL DISTRICT NUMBER ELEVEN OF TULSA COUNTY, OKLAHOMA

By _____ Date _____
President- "Owasso School District Board"

By Owasso Volleyball Booster Club Date 4/15/23
President- "Club"
Dawn Allen

Independent Contractor Services Agreement

This Independent Contractor Services Agreement (this "Agreement") is entered into effective as of 7/1/2024 (the "Effective Date"), by and between Owasso Public Schools, (the "District"), and Alexandria Wood, RD/LD, CDCES ("Service Provider").

Recitals

Service Provider desires to provide services to the District pursuant to all of the terms and conditions as set forth in this Agreement.

Therefore, in consideration of the mutual covenants contained herein, the District and Service Provider agree as follows:

1. Duties and Responsibilities: Upon execution of this Agreement, Service Provider will diligently render services that he/she is licensed to perform as a sports nutrition consultant in accordance with the directives of the District and will use his/her efforts, abilities, and attention to providing the services to the District, and will not engage in any activities which will interfere with such efforts. Furthermore, Service Provider will only offer those services which he/she is licensed to provide. Service provider shall be reasonably available to coaches and staff and will maintain communication with coaches and the athletic department in the performance of services.
   a. Service Provider shall be available to schedule group and individual education sessions and meetings with coaches and members of the athletic department, during hours determined by the Service Providers schedule. Service Provider shall respond to coaches and athletic department staff in a timely manner.
   b. Service Provider will present nutrition education team talks as requested by teams. Service Provider will work with coaches and staff on determining pertinent education topics.
   c. Service Provider will work with teams' booster club to source funds to purchase food and hydration products.
   d. Service Provider will advise District on pre- and post-practice fueling ideas and strategies.
   e. Service Provider will advise District on proper food and hydration products for athletes during competition.
   f. Service Provider will work with District on developing pre-game meal and snack ideas.
   g. Service provider will collaborate with athletic training, strength and conditioning, and coaching staff to determine how to best meet the needs of the athletes.
   h. Services will be performed part-time, totaling no more than 4 hours per week. Service Provider may schedule periods of time during which he/she will not be available to coaches and staff, provided that (i) he/she has communicated the timing of these periods of unavailability to the coaches, and (ii) has communicated the same to the District at least one week prior to the proposed date of absence.
2. Independent Contractor: The Service Provider is an independent contractor. Nothing in this Agreement shall be construed to cause Service Provider to be classified as an employee of the District.
3. Compensation: Service Provider shall receive total compensation of $10,620 with payments of $3,540.00 the beginning of August 2024, the beginning of Janaury 2025, and the beginning of June 2025.
4. Reaffirm Obligations: Upon termination of his/her affiliation with the District Service Provider, if requested by the District, will reaffirm in writing his/her recognition of the importance of maintaining the

confidentiality of the District's Proprietary Information, disclose the identity of his/her new employer or business ventures, and reaffirm any other obligations set forth in this Agreement.

5. Termination:
   a. All Service Providers are "at will" independent contractors. The District and/or Service Provider may terminate this Agreement with or without cause.
   b. Termination of Independent Contractor Services: The District or Service Provider may terminate Service Provider's services by the District or by the Service Provider, the Service Provider shall be entitled to the compensation, benefits and reimbursements described in this Agreement for the period ending as of the effective fate of the termination (the "Termination Date").
6. Indemnification: Service Provider shall indemnify and hold District harmless against all claims that arise in connection with his/her services with the District. Service Provider shall be responsible for all costs associated with defending these claims.
7. Amendments: This Agreement may be amended only by a written agreement executed by the District and Service Provider.
8. Entire Agreement: This Agreement constitutes the entire agreement of the parties and supersedes any and all other agreements either oral or in writing, among the parties hereto with respect to the subject matter hereof and thereof.
9. Notices: All notices under this Agreement may be provided by email at the following email address: **Alliewoodnutrition@gmail.com**
10. Waiver: No waiver by either party to this Agreement of any right to enforce any term or condition of this Agreement, or of any breach hereof, will be deemed a waiver of such right in the future or of any other right or remedy available under this agreement.
11. Effective Date: It is understood by Service Provider that this Agreement will be effective when signed by both the District and Service Provider that this Agreement will be effective when signed by both the District and Service Provider, and that the terms of this Agreement will remain in full force and effect, both during the continuation of Service Provider's employment and, except for Sections 2, 3 and 4, after the termination of Service Provider's employment for any reason.

Allie Wood RD/LD, CDCES — 5/22/24

Service Provider — Date

_____ — _____

BOE President, Owasso Public Schools — Date

OWASSO PUBLIC SCHOOLS AGREEMENT

THIS AGREEMENT ("Agreement") is entered as of the_____day of _____ , 2024 by and between KCD ENTERPRISES ("Station and Broadcaster"), and OWASSO PUBLIC SCHOOLS.

Licensee of Radio Station KYFM 100.1-FM of Bartlesville , OK ("Station"). Irrespective of the date set forth above, and irrespective of whether any date is inserted above, the effective date of this Agreement shall be August 1, 2024 ("Effective Date") unless another date is designated herein as the Effective Date.

1) This Agreement covers all regular season 2024 OWASSO HIGH SCHOOL men's varsity football games, all regular season 2024-25 OWASSO HIGH SCHOOL men's & women's varsity basketball games, 2024 OWASSO HIGH SCHOOL men's varsity baseball as set out below.

   - 10 High School Football Games + playoffs
   - 20 Boys Basketball Games + playoffs
   - 20 Girls Basketball Games+ playoffs
   - 10 Baseball Games + playoffs

   Total of 60 Events

2) OWASSO HIGH SCHOOL will produce live coverage of OWASSO HIGH SCHOOL football, basketball and baseball games for broadcast by Station. OWASSO HIGH SCHOOL will deliver the program signal via TIELINE, phone line or any other distribution method as designated by Station. Station will be responsible, for providing any facilities necessary to receive the signal. OWASSO HIGH SCHOOL will be responsible for facilities and equipment sending the signal to the station. If any interruption of a program occurs due to problems with OWASSO HIGH SCHOOL 's equipment or facilities or the connections to Station, then Station will work with OWASSO HIGH SCHOOL in extending the programs to Station by other suitable means, but OWASSO HIGH SCHOOL shall be responsible for all costs associated therewith.

3) With respect to OWASSO HIGH SCHOOL Football games:

   a. Station will carry live each football broadcast, which includes pre-game and post-game programming, as agreed upon by both parties. Station agrees to carry all elements of each football broadcast, including, but not limited to, play-by-play, any pregame, halftime and post-game programs, opening/closing billboards, and any pre-game and post-game coach's interviews. Games must start after 6:00pm central time unless agreed upon by both parties.
   b. Each football broadcast will include up to three minutes during the game for Station use and two minutes in the pregame and two minutes in the postgame for Station use.

c. Station will promote its coverage of OWASSO HIGH SCHOOL football games and related programs with a minimum of twenty five (25) promotional on-air announcements to promotes the game each week during the football season. If OWASSO HIGH SCHOOL provides the audio for such announcements, Station shall use and carry that copy or those recorded announcements as specified by OWASSO HIGH SCHOOL.

4) With respect to OWASSO HIGH SCHOOL Men's & Women's Basketball games:
   a. Station will carry live each basketball broadcast, which includes pre-game and post-game programming as agreed upon by both parties. Station agrees to carry all elements of each basketball broadcast, including, but not limited to, play-by-play, any pregame, halftime and post-game programs, Network opening/closing billboards, and any pre-game and post-game coach's interviews. Games must start after 6:00pm central time unless agreed upon by both parties.
   b. Each basketball broadcast will include three minutes during the game for Station use and two minutes in the pregame and two minutes in the postgame for Station use.
   c. Station will promote its coverage of OWASSO HIGH SCHOOL basketball games and related programs with a minimum of twenty-five (25) on-air announcements each week during the basketball season. If OWASSO HIGH SCHOOL provides the audio for such announcements, Station shall use and carry that copy or those recorded announcements as specified by OWASSO HIGH SCHOOL.

5) With respect to OWASSO HIGH SCHOOL Baseball games:

   a. Station will carry live each football broadcast, which includes pre-game and post-game programming, as agreed upon by both parties. Station agrees to carry all elements of each Baseball broadcast, including, but not limited to, play-by-play, any pregame, halftime and post-game programs, opening/closing billboards, and any pre-game and post-game coach's interviews. Games must start after 6:00pm central time unless agreed upon by both parties.
   b. Each baseball broadcast will include up to seven minutes during the game for Station use.
   c. Station will promote its coverage of OWASSO HIGH SCHOOL baseball games and related programs with a minimum of twenty five (25) on-air announcements each week during the football season. If OWASSO HIGH SCHOOL provides the audio for such announcements, Station shall use and carry that copy or those recorded announcements as specified by OWASSO HIGH SCHOOL.

6) Station will produce a list of times during OWASSO HIGH SCHOOL football, basketball and baseball games when OWASSO HIGH SCHOOL shall have its times for commercials.
   a. At the request of OWASSO HIGH SCHOOL, Station will produce, at no charge to OWASSO HIGH SCHOOL, local commercials or store identity tags. Copy for commercials must be sent to production@bartlesvilleradio.com no later than 48 hours before a

game.

7) Station agrees to comply with all broadcast regulations regarding commercial advertising for athletic events of OWASSO HIGH SCHOOL and of the OSSAA as they may from time to time be amended. These regulations and policies prohibit the advertising of alcoholic beverages (except beer), casino's (off sight betting), tobacco, sexually explicit materials and feminine hygiene products.

8) Station will notify OWASSO HIGH SCHOOL of any change in transmitter location, power, frequency, or hours of operation of the Station or any other change in event that could affect Station's ability to carry out its obligations under this Agreement to the satisfaction of OWASSO HIGH SCHOOL.

9) Station will immediately notify OWASSO HIGH SCHOOL of any application to the Federal Communications Commission for the transfer of any interest in the Station or any assignment of the license to operate the Station. Any such assignment or transfer shall expressly state that the assignee or transferee assumes all obligations of Broadcaster and Station contained in this Agreement. Notwithstanding such transfer or assignment, OWASSO HIGH SCHOOL shall have the right to terminate this Agreement, if in the sole opinion of OWASSO HIGH SCHOOL, the assignment or transfer renders Station less valuable to OWASSO HIGH SCHOOL.

10) The term of this Agreement shall commence on the Effective Date and shall continue, unless sooner terminated, through May 31, 2025.

    a. If Station or Broadcaster breaches any provision of this Agreement and fails to cure such breach within ten (10) days after OWASSO HIGH SCHOOL gives notice of such breach, OWASSO HIGH SCHOOL will have the right to terminate this Agreement, and such termination shall occur and become effective upon OWASSO HIGH SCHOOL 's delivery to Broadcaster of a written notification of termination. Neither party shall be released from liabilities for its obligations or default hereunder, incurred or occurring prior to such termination.
    b. In the event Station ceases operation for any reason, Broadcaster agrees to notify OWASSO HIGH SCHOOL immediately, and may terminate this Agreement immediately.

11) OWASSO HIGH SCHOOL agrees to pay an annual broadcast rights fee of **$17,900** for 2023-24. The broadcast fee is for all regular season OWASSO HIGH SCHOOL men's varsity football and basketball games and select women's basketball and men's baseball games. The annual broadcast rights fee shall be paid via check or money order and shall be due in six (6) equal installments by the last days of September, October, November, December, January and February of each athletic year. Remit to: KYFM, PO Box 1100, Bartlesville, OK 74005.

12) OWASSO HIGH SCHOOL is responsible for all talent fees and broadcast rights fees associated with the broadcast. KCD Enterprises is responsible for the in studio board engineer.

13) Broadcaster and Station acknowledge that its facilities are of unique character and value, the loss of which cannot be adequately compensated for in damages in an action at law, and that breach by either Station or Broadcaster of this Agreement will cause OWASSO HIGH SCHOOL irreparable injury. Broadcaster and Station therefore agree that in addition to such other remedies as may be available, OWASSO HIGH SCHOOL will be entitled to injunctive and other equitable relief in the event of, or to prevent, a breach of this agreement by Station or Broadcaster. Should OWASSO HIGH SCHOOL initiate any proceeding seeking injunctive relief, Broadcaster and Station agree that OWASSO HIGH SCHOOL need not post any bond or other security in any such proceeding.

14) Neither party shall be liable to the other party for any special or punitive damages of any nature, including but not limited to lost profits, arising out of or related to this Agreement or the transactions or activities contemplated herein, whether such liability is asserted based on alleged breach or termination of this Agreement or on tort liability (except for will-full or grossly negligent conduct) or otherwise, even if such damage was foreseeable or the parties were aware of the possibility of any such loss or damage.

15) If performance under this Agreement by either party is wholly or partially prevented by an act of God, inevitable accident, fire, court action, act of public officials or any government or governmental instrumentality, lockout, strike or other labor disputes, failure of satellite, failure of technical facilities, riot or civil commotion, act of public enemy, failure or delay of transportation facilities, or for any other cause beyond the control of the non-performing party, neither party will have liability under this Agreement so long as any such cause exists which prevents performance hereunder. The non-performing party shall provide notice to the other party of the reason(s) for non-performance and shall take such steps that are reasonable under the circumstances to again initiate performance.

16) Nothing herein contained shall be construed to prevent Station from substituting on a single game basis a program which is of greater local or national importance, as long as Station first obtains the prior consent of OWASSO HIGH SCHOOL, which consent shall not be unreasonably withheld. Should Station choose to so pre-empt any program, it shall also, however: (I) notify OWASSO HIGH SCHOOL as soon as it can do so prior to the pre-emption; (ii) make good all missed OWASSO HIGH SCHOOL commercial announcements in a like time period agreeable to OWASSO HIGH SCHOOL; (iii) assist OWASSO HIGH SCHOOL in obtaining another station in the same market to broadcast the program; and (iv) frequently promote the fact that the program has been moved, including the call letters and frequency of the other station, and the program time and date.

a. Station may also interrupt a program provided by OWASSO HIGH SCHOOL hereunder and substitute another program of greater local or national importance involving the public need to know without prior notice to OWASSO HIGH SCHOOL, as long as it also makes good all missed OWASSO HIGH SCHOOL commercial announcements in a like time period agreeable to OWASSO HIGH SCHOOL and notifies OWASSO HIGH SCHOOL as soon after the pre-emption as possible.

17) This Agreement contains the entire understanding of the parties hereto relating to the subject matter and cannot be changed or terminated orally. The laws of the State of Oklahoma shall govern the validity, interpretation, and legal effect of this Agreement. The invalidity or unenforceability of any provision of this Agreement shall in no way affect the validity or enforceability of any other provision of the contract. Except for routine information exchanges, each notice given hereunder must be sent by a nationally recognized overnight delivery service to the principal business office of the other party and shall be deemed given when sent in such a manner. OWASSO HIGH SCHOOL or Station's (Broadcaster's) failure in any instance to object to or take affirmative action with respect to an act or omission of the other which violates the terms of this Agreement shall not be construed as a waiver of that or any future violation. The party waiving such right must provide all waivers in writing.

18) This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one instrument. The exchange of copies of this Agreement and of signature pages by facsimile transmission or by electronic delivery of PDF copies shall constitute effective execution and delivery of this Agreement and such copies may be used in lieu of the original Agreement for all purposes.

IN WITNESS WHEREOF, the parties hereto have caused the foregoing contract to be signed by a duly authorized agent of each party, as of the Effective Date.

Station & Broadcaster:	School:
_____	_____
KCD Enterprises Inc. dba KYFM 100.1 FM	President, Board of Education, Owasso Public Schools

Current Contact Information: KYFM Office/Studio 918-336-1001
Evan Fahrbach Sports Director 316-259-2049
Kaleb Potter 918-907-1314

Owasso High School Athletic Office _____

_____

_____

Memorandum of Understanding

This memorandum of understanding is between Gallagher Talent, LLC and Owasso Public Schools for the purpose of providing advertising rights for Owasso Sports Network webcasts and live radio broadcasts for the 2024-2025 school year.

In this agreement, Gallagher Talent, LLC will broker advertising for webcasts and radio broadcasts for all regular season football, regular season basketball and select regular season baseball games. In addition, Gallagher Talent, LLC will assist Owasso Public Schools and Owasso Sports Network personnel in the production of webcasts and radio broadcasts. Outlets for the broadcasts will be KYFM 100.1 FM and the Owasso Rams media platforms produced by Owasso Sports Network.

Gallagher Talent, LLC will sell advertising in the form of thirty (30) second commercials and other in-game branding to run during the broadcasts (ie. Touchdown sponsor, starting lineup sponsor, broadcast booth sponsor, etc.). Any proposed branding opportunities are at the discretion of Gallagher Talent, LLC, and all sponsors will be approved by Owasso Public Schools Director of Athletics.

As part of this arrangement, Gallagher Talent, LLC agrees to broadcast commercials sold by the Owasso Department of Athletics and to communicate with the Director of Athletics in selling school-related advertising opportunities to potential clients.

Gallagher Talent, LLC agrees to pay 50% of the gross revenues of advertising generated by the broadcasts to Owasso Public Schools. These payments will be made twice per school year – on or before Dec. 31, 2024 and May 31, 2025.

Gallagher Talent, LLC agrees to undertake all other expenses associated with the brokering of advertising with Owasso Sports Network, including travel and personnel costs incurred by Gallagher Talent, LLC. Owasso Public Schools will be responsible for payment and expenses associated with broadcasters who are not employed by Gallagher Talent, LLC.

Owasso Public Schools reserves the right to use all audio from broadcasts for video streaming, promotional activities and other uses for which it sees fit.

Jared Gallagher, Gallagher Talent, LLC	Board of Education, Owasso Public Schools

MULTI-MEDIA RIGHTS AND USAGE AGREEMENT WITH OAD

Trinity Media Group, LLC (an Oklahoma Limited Liability Company) dba VYPE Oklahoma ("VYPE Oklahoma") and Owasso Public Schools (OPS) for the use and benefit of the Owasso Athletic Department, collectively the "Parties," enter into this Agreement ("Agreement") concerning media rights and usage on behalf of media advertisers and commercial sponsors for OPS.

1. (a) Obtaining Commercial Sponsors and Promoting Media Usage: For the consideration described below, VYPE Oklahoma agrees to obtain commercial sponsors and media advertisers for OPS, and some of its activities, and to negotiate contracts with those commercial sponsors and media advertisers for the appropriate use of media in the promotion of OPS and those commercial sponsors, for the school year 2024-2025. To assist VYPE Oklahoma in those efforts, OPS grants VYPE Oklahoma the right and authority to market and to contract, in writing, for: (i) the use of advertising space including, signage in Printed Ticketing, Calendar Posters, Print Programs, Athletic Website, Athletic Social Media Platforms, and Athletic Live Streaming broadcasts.

(b) Consideration. VYPE Oklahoma agrees to pay OPS no less than $9,000 during the term of this Agreement. VYPE Oklahoma will share revenue at 30% after material costs are considered.

2. Expenses. VYPE Oklahoma is responsible for and will pay all of its expenses related to the performance of this Agreement, including all labor and personnel expenses associated with employees for VYPE who are performing services under this Agreement, any and all expenses associated with billing and collection of sponsorship or advertising revenues generated under this Agreement, and any additional costs of obtaining media advertising space and time to fulfill any commercial sponsorship or media advertising agreements negotiated by VYPE Oklahoma.

3. Financial Disclosure. At the end of the school year and this Agreement, VYPE Oklahoma will disclose all financial records relating to the commercial sponsorships and sale of media advertising space and time under this Agreement.

4. Miscellaneous. This Agreement shall be governed by the laws of the State of Oklahoma. This Agreement constitutes the entire understanding and agreement between the parties hereto and their affiliates with respect to its subject matter and supersedes all prior or contemporaneous agreements, representations, warranties and understandings of such parties (whether oral or written) concerning this same subject matter. No promise, inducement, representation or agreement, other than as expressly set forth herein, has been made to or by the parties hereto. This Agreement may be amended only by written agreement, signed by the Parties to be bound by the amendment. The undersigned parties acknowledge they both participated in negotiating and drafting this Agreement, and that the Agreement should not be strictly construed for or against either party.

5. Types of Sponsorships and Media Advertising Not Permitted. VYPE Oklahoma will not pursue any sponsorship opportunities or media advertising relationships with any enterprises producing or selling alcohol, tobacco, performance enhancing products, or gaming services.

6. VYPE Oklahoma acknowledges that this Agreement does not become effective and enforceable until reviewed and approved by Owasso Public School Board at a regularly scheduled Board meeting.

Austin Chadwick
Publisher/Owner
Trinity Media Group, LLC

Date: 06/3/2024

_____
President, Board of Education
Owasso Public Schools

Date: _____

1.60 ~~Title I Parent Involvement~~ District Parent and Family Engagement Policy

The Owasso Public Schools agrees to implement the following statutory requirements:

1. The district will have activities and procedures for the involvement of parents in all of its schools with Title I programs. Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
2. The district will work with its schools to ensure that the required parental involvement policies and requirements are met and that the district parent compacts have been provided and a signature is optional.
3. The district and its Title I program schools will provide opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and required school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
4. If the Title I program school improvement plan is not satisfactory to parents of participating children, the district will submit any parent comments to the State Department of Education (SDE).
5. The district and Title I program school sites will implement programs, activities and procedures in accordance with the following definition:

Parental involvement means participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities ensuring;
a) that parents play an integral and meaningful role in assisting their child's learning ;
b) that parents are encouraged to be actively involved in their child's education at school;
c) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;
d) the carrying out of other activities, such as those described in Section 1118 of the Elementary and Secondary Education Act (ESEA).

Implementation of ~~Title I Parental Involvement Policy~~ District Parent and Family Engagement Policy

1. Owasso Public Schools will take the following actions to involve parents in the joint development of the ~~Title I parental involvement policy~~ District Parent and Family Engagement Policy:
    a. The Title I Committee (which includes parents) will review the policy at the site level. Suggestions and/or concerns will be communicated to the district Title I Coordinator ~~Evaluator~~ for possible revisions.
    b. The ~~Title I Parental Involvement Policy~~ District Parent and Family Engagement Policy will be reviewed at the District Title I committee meeting.
    c. The policy will be posted on the district website with a link for parents to respond to the district Title I Coordinator ~~Evaluator~~ regarding suggestions.

2. Owasso Public Schools will take the following actions to involve parents in the process of Title I school review and improvement:

a. Parents will serve on applicable site and district committees.

b. District and school report card information and/or access will be distributed to each family.

c. Parents will receive information to access individual student assessment reports regarding their child's mastery of student achievement mandates.

d. The district will build an effective communication partnership with the parent regarding their child's school and teacher. This will include qualifications of each teacher, academic initiatives, available programs and federal mandates.

3. The Owasso Public Schools will coordinate and integrate parental involvement strategies with the ~~4-Year Old Program~~ district Early Childhood Education.

4. ~~The district will schedule a meeting annually to review and evaluate the Parental Involvement Policy. Parent representatives will be invited from each Title I program school.~~OPS will involve parents and family members in the activities of the schools served as Title I, Part A program schools, with the representation of parents and/or family members by the local educational agency to adequately represent the needs of the population served by such agency to develop, revise, and to review the parent and family engagement policy annually [ESSA, 1116 (a) (2)].

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

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

- Oklahoma State Academic Content standards
- Oklahoma state student academic achievement standards
- Oklahoma state and local academic assessments, including alternative assessments
- Title I, Part A requirements
- How to monitor their child's progress
- How to work with educators

The assistance may be provided through the distribution of monthly newsletters, during scheduled parent conferences, distribution of brochures, and/or district website.

The district will, with the assistance of its Title I program schools, provide materials and assistance to help parents work with their children to improve their children's academic achievement with various activities and reading support.

Amended May 2024
Amended January 2014
Adopted July 2006

Elementary Handbook

2023~~3~~4-2024~~4~~5

Ator Elementary	1500 North Ash, Owasso, OK 74055	918-272-2204
Bailey Elementary	10221 E 96th Street, Owasso, OK 74055	918-272-5399
Barnes Elementary	7809 E 76th Street North, Owasso, OK 74055	918-272-1153
Hodson Elementary	14500 E 86th Street, Owasso, OK 74055	918-272-8160
Mills Elementary	8200 North 124th E Avenue, Owasso, OK 74055	918-272-2288
Morrow Elementary	12301 N 132nd E Ave, Collinsville, OK 74021	918-928-4050
Northeast Elementary	13650 E 103rd Street, Owasso, OK 74055	918-272-0015
Smith Elementary	12223 E 91st Street, Owasso, OK 74055	918-272-5162
Stone Canyon Elementary	7305 N 177th East Avenue, Owasso, OK 74055	918-274-1634

This handbook contains helpful information, guidelines, and procedures that correspond with state law and the Owasso School Board Policies. The purpose of this handbook is to assist parents and students with navigating the school years as students learn and grow to become independent, responsible, ***Respectful Rams***. We welcome the partnership of parents as we support the success of our students.

SCHOOL DISTRICT MISSION STATEMENT

Our mission is to provide a safe environment that equips, educates, and empowers students on their journey toward outstanding character and success.

Table of Contents

ARRIVAL/DISMISSAL PROCEDURES **4**
ELEMENTARY SCHEDULE GRADES PreK-5 4
ASSIGNMENTS **4**
MAKE-UP WORK 4
ATTENDANCE MATTERS **4**
ATTENDANCE PROCEDURES/POLICY **4**
BULLYING **5**
CAFETERIA **10**
BREAKFAST/LUNCH 10
LUNCH PAYMENTS/CHARGES 10
MY SCHOOL BUCKS 11
CANCELLATIONS **11**
CELL-PHONES/WIRELESS TELECOMMUNICATIONS **11**
DIRECTORY INFORMATION **11**
DRESS CODE PROTOCOL **12**
EMERGENCY PROCEDURES **13**
FIRE DRILL PROCEDURES 13
TORNADO DRILL PROCEDURES 13
SECURITY DRILLS **13**
ENROLLMENT and REGISTRATION **13**
FERPA **13**
GUIDANCE AND COUNSELING PROGRAM **14**
GRADES GRADING PRACTICE **14**
PROGRESS REPORTS & REPORT CARDS 14
HEALTH SERVICES **15**
BED BUGS GUIDELINES 15
MEDICATION **15**
MENINGITIS INFORMATION 16
LIBRARY BOOKS **16**
TEXTBOOK/LIBRARY 16
LOST AND FOUND PROCEDURES **16**
MONEY **16**
NON-SCHOOL ACTIVITIES **16**
OPEN TRANSFERS **16**
PARENTS' BILL OF RIGHTS **16**
PARTIES **17**
PHYSICAL EDUCATION **17**

PRE-K GENERAL PARENT INFORMATION **17**
PROHIBITION OF RACE AND SEX DISCRIMINATION **17**
PROTECTION OF PUPIL RIGHTS (PPRA) **18**
RESIDENCY **18**
SEARCH AND SEIZURE **18**
SEXUAL HARASSMENT **19**
STUDENT DISCIPLINE POLICY **19**
DUE PROCESS AND STUDENT SUSPENSIONS 22
STUDENT INTERNET USAGE AGREEMENT **25**
STUDENT SUSPENSION APPEALS PROCESS **26**
DUE PROCESS AND STUDENT SUSPENSIONS 26
SHORT TERM OUT OF SCHOOL SUSPENSIONS (10 or fewer school days) 26
LONG-TERM OUT-OF-SCHOOL SUSPENSIONS (In excess of 10 School Days) 26
TECHNOLOGY: PERSONAL COMMUNICATION DEVICE USAGE **27**
TELEPHONE **27**
TESTING **27**
TEXTBOOKS/CHROMEBOOKS **27**
TOBACCO POLICY **27**
TRANSPORTATION **28**
BICYCLES 28
BUSES 28
RULES FOR BUS RIDERS 28
WALKERS AND CAR RIDERS 29
VISITORS **29**
VOLUNTEER GUIDELINES **29**
WITHDRAWALS **29**

NONDISCRIMINATION
There will be no discrimination in the district because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and employment. The district also provides equal access to the Boy Scouts of America and other designated youth groups. The following people have been designated to handle inquiries regarding the district's non- discrimination policies * Section 504/Title II of the Americans with Disabilities Act Coordinator (for questions or complaints based on disability) * Director of Special Services Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-8021 * Title VI of the Civil Rights Act Coordinator (for questions or complaints based on race, color and national origin) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Title IX Coordinator (for questions or complaints based on sex, pregnancy, gender, gender expression or identity)
Athletic Director Owasso Public Schools 12901 E. 86th St. N., Owasso, OK 74055 918-272-1867 * Age Act Coordinator (for questions or complaints based on age) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Any individual, who has experienced some other form of discrimination, including discrimination not listed above, may contact: * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Outside Assistance may be obtained from: * U.S. Department of Education Office for Civil Rights One Petticoat Lane 1010 Walnut Street, Suite 320 Kansas City, MO 64106 (816) 268-0550 (816) 268-0599 (Fax) (877) 521-2172 (TTY) E-mail: OCR.KansasCity@ed.gov
Policy 1.22a

ARRIVAL/DISMISSAL PROCEDURES

Doors open at 8:45 a.m. for student arrival. The elementary school day begins at 9:00 a.m. and ends at 3:45 p.m.

ELEMENTARY SCHEDULE GRADES PreK-5

- **ARRIVAL**: After students arrive at school they are not permitted to leave school property during school hours, except in the company of the adult guardian.
- **EARLY DISMISSAL:** If it becomes necessary for you to pick up your child before regular school dismissal, go to the office to sign out your child. Early dismissals will be counted as a tardy or absence depending on the time of day. No student will be dismissed from the classroom until the teacher receives appropriate notification. Only persons listed in PowerSchool will be allowed to pick up a child. This is a protective measure both for your child and school personnel.
- **PUNCTUALITY:** It is important for students to arrive at school **on time**, so the class can begin promptly. If children arrive late, they start the day already behind in their instructional day . It can also be a disruption to the teaching/learning process.
- **DISMISSAL:** Dismissal procedures are specific to each school site. Please make arrangements with your child regarding their after school plans for transportation. If there is a change to your child's transportation or dismissal plans, please call the school office and communicate those plans by 2:00 p.m.

ASSIGNMENTS

MAKE-UP WORK

1. When a student is absent longer than two (2) days, the parent may call the school to request assignments on the third day.
2. When students are absent, they have the number of school days they were absent plus one school day to complete assignments. (Example: If a student is absent 3 days, the student has 4 days to complete the homework.)

POLICY 5.03

ATTENDANCE MATTERS

Encouraging regular attendance is one of the most powerful ways you can prepare your child for success in school. When school attendance is a priority, children get better grades, develop healthy life habits, avoid dangerous behavior and have a better chance of graduating high school. When students are absent for fewer days, their grades and reading skills often improve. Students who attend school regularly also feel more connected to their community, develop important social skills and friendships, and are significantly more likely to graduate from high school, setting them up for a strong future. Regular attendance at school is required by state law. Under school law, parents are responsible for their child's attendance until graduation from high school or the age of 18. When students are absent just two days per month - even when the absences are excused - it can have a negative impact. **This adds up to being absent 18 times during the year, which is considered chronically absent. Over the course of a student's school career, this equals 234 days, which is almost 1 ½ years of school missed.**

"A student who is absent from instruction without excuse for ten (10) consecutive days is to be recorded as absent each day. On day eleven (11), the pupil is to be exited from the roll" Okla. Admin. Code § 210:10-1-5. Re-enrollment will be required if the student returns to the district.

As a parent, you can prepare your child for a lifetime of success by making regular school attendance a priority. By figuring out the reasons for your child's absences, whether they're physical or emotional, and taking advantage of support services, such as tutoring and student mentoring, we can partner with you to set your child on the path to success.

ATTENDANCE PROCEDURES/POLICY

Pre-K instructional time is equal to 2.5 hours for the morning and 2.5 hours for the afternoon. Please go to your school's web page for specific starting and ending times.

- If your child is absent from school, please call the attendance number of your child's school to report the absence between 8:15 a.m. and 9:30 a.m. each day he/she is absent.
- Half-Day: In order for a student to be credited for a half-day of attendance, a student must be in attendance two of the first three hours of the school day to be recorded present for one-half day. Likewise, a student must be in attendance two of the final three hours to be recorded present for one-half day. (Per Accreditation of Oklahoma Schools)
- If an absence is anticipated, please notify the teachers and attendance office ahead of time. Parents who will be out of town and unable to contact the attendance office in case their student is absent must contact the attendance office before leaving town and designate the person/persons responsible for clearing their student's absence notifying the school of the student's absence while they are unavailable.
- Any student who is not at school will be charged with an absence, whether it is excused or unexcused. An absence is considered unexcused until a parent calls the attendance office.
- Excessive tardiness causes students to miss out on valuable instruction. Excessive tardies may result in consequences.
- Any child running a fever is not permitted to be at school. **Children MUST be fever free for 24 hours without the aid of fever reducing medication before returning to school.**
- Scheduled medical appointments will be viewed as excused tardies with a note showing verification from a medical professional. **Early dismissal will be considered unexcused unless written documentation is provided from the appointment.**
- Parents of students who have excessive absences will be notified.
- In the event of absences occurring due to a chronic or recurring illness, documentation by the student's doctor indicating the nature of the chronic or recurring condition, including diagnosis is required, per 5.03

BULLYING

Bullying is any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed towards a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Owasso Public Schools strives to ensure a safe environment for every student. If you have witnessed or received a report of a bullying situation, please provide information to an administrator, teacher, or counselor so the school and district can take

appropriate action. Students may make a report and all information will be confidential, and if you wish you have the right to submit the report anonymously. Visit the Bullying Prevention page on the OPS website for more guidance, reporting, and resources. ~~Please refer to the Owasso Public Schools Board of Education Policy link for more information on Bullying. POLICY 5.13, 5.45~~

PROHIBITING HARASSMENT, INTIMITDATION AND BULLYING POLICY 5.13

Statement of Legislative Mandate and Purpose

This policy is a result of the legislative mandate and public policy embodied in the School Safety and Bullying Prevention Act, 70 OKLA. STAT. § 24-100.2 et seq. ("Act"). The district intends to comply with the mandates of the Act and expects students to refrain from bullying. Bullying is expressly forbidden and students who bully are subject to disciplinary consequences as outlined in the district's policy on student behavior. Students who bully may also be provided with assistance to end their unacceptable behavior, and targets of bullies may be provided with assistance to overcome the negative effects of bullying.

The Owasso Public Schools' student conduct code prohibits bullying. This regulation further explains the negative effects of that behavior and seeks to promote strategies for prevention.

Definition of Terms

1. Statutory definition of harassment, intimidation, and bullying:

70 O.S. §24-100.3(c) of the School Safety and Bullying Prevention Act defines the term bullying," as including, but not limited to a pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication, directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student that a reasonable person should recognize will:

A. Harm another student;
B. Damage another student's property;
C. Place another student in reasonable fear or harm to the student's property, or
D. Insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of a student.

2. The "Reasonable Person" Standard

In determining what a "reasonable person" should recognize as an act of placing a student in "reasonable" fear or harm, staff will determine "reasonableness" not from only the point of view of a mature adult, but also from the point of view of an immature child of the age of the intended victim along with, but not limited to, consideration of special emotional, physical, or mental needs of the particular child; personality or physical characteristics, or history that might cause the child to be particularly sensitive to efforts by a bully to humiliate, embarrass, or lower the self esteem of the victim; and the discipline history, personality of, and physical characteristics of the individual alleged to have engaged in the prohibited behavior.

3. General Display of Bullying Acts

Bullying for purposes of this section of the regulation, includes harassment and intimidation, and vice versa. According to experts in the field, bullying in general is the exploitation of a less powerful person by an individual taking unfair advantage of that person, which is repeated over time, and which inflicts a negative effect on the victim. The seriousness of a bullying act depends on the harm inflicted upon the victim and the frequency of the offensive acts. Power may be, but is not limited to, physical strength, social skill, verbal ability, or other characteristics. Bullying acts by students have been described in several different categories.

A. Physical Bullying includes harm or threatened harm to another's body or property, including, but not limited to, what would reasonably be foreseen as a serious expression of intent to inflict physical harm or property damage through verbal or written speech or gestures directed at the student-victim, when considering the factual circumstances in which the threat was made and the reaction of the intended victim. Common acts include tripping, hitting, pushing, pinching, pulling hair, kicking, biting, starting fights, daring others to fight, stealing or destroying property, extortion, assaults with a weapon, other violent acts, and homicide.

B. Emotional Bullying includes the intentional infliction of harm to another's self-esteem, including but not limited to insulting or profane remarks, insulting or profane gestures, or harassing and frightening statement, when such events are considered in light of the surrounding facts, the history of the students involved, and age, maturity, and special characteristics of the students.

C. Social Bullying includes harm to another's group acceptance, including but not limited to, harm resulting from intentionally gossiping about another student or intentionally spreading negative rumors about another student that results in the victim being excluded from a school activity or student group; the intentional planning and/or implementation of acts or statements that inflict public humiliation upon a student; the intentional undermining of current relationships of the victim-student through the spreading of untrue gossip or rumors designed to humiliate or embarrass the student; the use of gossip, rumors, or humiliating acts designed to deprive the student of awards, recognition, or involvement in school activities; the false or malicious spreading of an untrue statement that exposes the victim to contempt or ridicule or deprives the victim of the confidence and respect of student peers; or the making of false statements to others that the student has committed a crime, or has an infectious, contagious, or loathsome disease, or similar egregious representations.

D. Sexual Bullying includes harm to another resulting from but not limited to, making unwelcome sexual comments about the student, making vulgar, profane, or lewd comments or drawings or graffiti about the victim; directing vulgar, profane, or lewd gestures toward the victim; committing physical acts of a sexual nature at school, including the fondling or touching of private parts of the victim's body; participation in the gossiping or spreading of false rumors about the student's sexual life; written or verbal statements directed at the victim that would reasonably be interpreted as a serious threat to force the victim to commit sexual acts or to sexually assault the victim when considering the factual circumstances in which the threat was made and the reaction of the intended victim; off-campus dating violence by a student that adversely affects the victim's school performance or behavior, attendance, participation in school functions or extracurricular activities, or makes the victim fearful at school of the assaulting bully;

or the commission of sexual assault, rape, or homicide. Such conduct may also constitute sexual harassment – also prohibited by Owasso Public Schools.

E. Cyberbullying is bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can also include sharing personal or private information about someone else causing embarrassment or humiliation. Additional examples include, but are not limited to, sending cruel, vicious and sometimes threatening messages; using group chats as a way to gang up on one person; posting mean or untrue statements of classmates online with intent to embarrass them; breaking into an email account or online profile and sending vicious or embarrassing material to others; engaging in messaging intended to trick another person into revealing sensitive or personal information and forwarding that information to others; taking nude or otherwise degrading photos or videos of a person and sharing that content.

Understanding of and Prevention of Bullying of Students

A. Student and Staff Education and Training

A full copy of this policy will be posted on the district's website and included in all district handbooks.

All staff will be provided with a copy of the district's policy on prevention of bullying of students. All students will have access to the policy in the student handbook and a copy of the entire policy is available on request. Owasso Public Schools is committed to providing appropriate and relevant training to staff regarding identification of behavior constituting bullying of students and the prevention and management of such conduct. Students, like staff members, shall participate in an annual education program that sets out expectations for student behavior and emphasizes an understanding of bullying of students, the district's prohibition of such conduct, and the reasons why the conduct is destructive, unacceptable, and will lead to discipline. Students shall also be informed of the consequences of bullying conduct toward their peers.

B. Owasso Public Schools' Safe School Committees

The safe school committee has the responsibility of studying and making recommendations regarding unsafe conditions, strategies for students to avoid harm at school, student victimization, crime prevention, school violence, and other issues which interfere with and adversely affect school safety. With respect to student harrassment, intimidation, and bullying, the safe school committee shall consider and make recommendations regarding professional staff development needs of faculty and other staff related to methods to decrease student harassment, intimidation, and bullying and understanding and identifying bullying behaviors. In addition, the committee shall make recommendations regarding: identification of methods to encourage the involvement of the community and students in addressing conduct involving bullying; methods to enhance relationships between students and school staff in order to strengthen communication; and fashioning of problem-solving teams that include counselors

and/or school psychologists.

In accomplishing its objectives, the committee shall review traditional and accepted harassment, intimidation, and bullying prevention programs utilized by other states, state agencies, or school districts. (See also policy 1.43)

Student Reporting

Students are encouraged to inform school personnel if they are the victim of or a witness to acts of harassment, intimidation, or bullying. The Report and Stop Bullying form is available under the student tab on each school site's webpage.

Staff Reporting

An important duty of the staff is to report acts or behavior that the employee witnesses that appear to constitute harassing, intimidating, or bullying. Employees, whether certified or non certified, shall encourage students who tell them about acts that may constitute intimidation, harassment, or bullying to complete a report form. For young students, staff members given that information will need to provide direct assistance to the student.

Staff members who witness such events are to complete reports and to submit them to the building principal. Staff members who hear of incidents that may, in the staff member's judgment, constitute harassment, intimidation, or bullying, are to report all relevant information to the building principal.

Parental Reporting and Responsibilities

Parents/guardians will be informed in writing of the district's program to stop bullying. An administrative response to bullying may involve certain actions to be taken by parents. Parents will be informed of the program and the means for students to report bullying acts toward them or other students. They will also be told that to help prevent bullying at school they should encourage their children to:

1. Report bullying when it occurs;
2. Take advantage of opportunities to talk to their children about bullying;
3. Inform the school immediately by using the Report and Stop Bullying form on the Owasso Public Schools' website under the parent tab if they think their child is being bullied or is bullying other students;
4. Watch for symptoms that their child may be a target of bullying and report those symptoms; and
5. Cooperate fully with school personnel in identifying and resolving incidents.

Monitoring and Compliance

In order to assist the State Department of Education with compliance efforts pursuant to the School Safety and Bullying Prevention Act, 70 OKLA. STAT. § 24-100.2 et seq., the district will identify a Bullying Coordinator who will serve as the district contact responsible for providing information to the State Board of Education.

A copy of this policy will be submitted to the State Department of Education annually as part of the school district's Annual Performance Report.

Disciplinary Measures

In administering discipline, consideration will be given to alternative methods of discipline to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Change of Placement
15. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

The above consequences will be imposed for any person who commits an act of bullying as well as any person found to have falsely accused another as a means of retaliation, reprisal, or as a means of bullying. Strategies will be created to provide counseling or referral to appropriate services, including guidance, academic intervention, and other protection for students, both targets and perpetrators, and family members affected by bullying, as necessary.

The school district is not required to provide educational services in the regular school setting to any student who has been removed from a public school or private school in Oklahoma or another state by administrative or judicial process for an act of using electronic communication with the intent to terrify, intimidate or harass, or threaten to inflict injury or physical harm to faculty or students.

CAFETERIA

BREAKFAST/LUNCH

1. A hot breakfast and lunch program is provided in the cafeteria for the benefit and convenience of both the student and parent.
2. Students may bring their breakfast or lunch.
3. If a parent wishes to have lunch with their child, they must sign them out of the building and back in upon return.
4. Breakfast/Lunch times vary by site.

LUNCH PAYMENTS/CHARGES

Students should have funds in their accounts before they attempt to purchase a meal or a la carte items on their account. Occasionally, a student may need to "charge" a breakfast or lunch on account; this means the student's account is placed in the negative in order to allow for the meal, a la carte items are not allowed to be charged. For details related to meal balances and charges, please see POLICY 5.49. ~~Students are only allowed to do this until their account reaches a negative balance of ten dollars (-$10.00) before money is required to be deposited to pay off the charges and provide for more meals. If a student has reached a balance of negative ten dollars (-$10.00), and still does not have money to pay for lunch, he or she will be asked to call home to make arrangements for lunch. Once a student reaches the maximum negative balance an alternative meal of a Cheese Sandwich, Fruit, and Milk will be provided for lunch and Toast and fruit juice will be provided for breakfast. Please call your cafeteria manager or the child nutrition offices if you find you are in a difficult situation; they may be able to work with you. Should your child have outstanding charges on the date they are approved for free or reduced price meals, you are still responsible for paying off those charges. Low balance notices are sent home with the students at least twice a week.~~ All parents/guardians are encouraged to complete a free/reduced meal application. If you should need one during the school year, forms are available online and at the school offices.

MY SCHOOL BUCKS

For your convenience, you may pay with a credit/debit card using the My School Bucks application to load money on your child's account. My School Bucks application information can be found on the Owasso Public Schools website. If you have questions or need further assistance, please call the Child Nutrition Department at (918)272-8034. POLICY 5.49

CANCELLATIONS

Announcements about school cancellations will be shared via the district's social media and will be broadcast on local radio and television stations.

CELL-PHONES/WIRELESS TELECOMMUNICATIONS

The School District desires to provide a learning environment that is free from distraction. It is the student's responsibility to ensure that all electronic devices are not in use during class hours, unless directed by the teacher to use them for educational purposes.

Any and all electronic devices, including but not limited to cell phones, smart phones, tablets, laptops, smart watches, ear buds, or any other type of mobile electronic device, have a reduced expectation of privacy once they enter any school zone and may be subject to confiscation and/or search should a school violation be suspected. Possession and/or use of any personal electronic device is a privilege, not a right, that is extended to the student, which, at the discretion of the school, may be revoked should circumstances warrant and disciplinary consequences may occur. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on cell phones and mobile devices. POLICY 1.76 , 5.31

DIRECTORY INFORMATION

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information":

- Student's Name
- Photograph
- Athletic Information, including height and weight
- Grade Level (i.e., first grade, tenth grade, etc.)
- Participation in officially recognized activities and sports
- Degrees, Honors, & Awards received

Within the first three weeks of each school year, the school district will publish the above list of directory information it proposes to designate as directory information for the school year. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment. Parents or eligible students have two weeks following this publication or notice to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about their student. POLICY 5.28

DRESS CODE PROTOCOL

~~The student policies are determined by the administration. Students will not wear clothing or accessories that display pictures, lettering or numbering that is profane, vulgar, repulsive, obscene, or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, low-point beer, drugs, drug-related items or paraphernalia.~~

~~The following dress code applies at school, while on school vehicles or going to or from or attending school events.~~

The school policies are the result of the cooperative effort of the school board and the administration. It is understandable that criteria be established to prohibit extreme styles and designs in clothing which might disrupt the education process or endanger the health and safety of pupils. The following dress and grooming policy applies at school, while on school vehicles, or going to or from or attending school events.

1. Students will not wear clothes or accessories showing vulgar, profane, or obscene images, words, or numbers, or anything promoting tobacco, alcohol, drugs, or related items.

2. ~~Students are not permitted to wear tank tops or shirts with spaghetti straps.~~ Midriffs, halter tops, backless dresses, and sleeveless garments resembling tank tops are not permitted. Clothing should not expose or display undergarments.
3. Wearing pants below the waistline (sagging and bagging clothes) or wearing caps, bandanas, handkerchiefs, shoestrings or items associated with gang related behavior are not permitted.
4. ~~The wearing of shorts of appropriate length is permitted.~~ Shorts, skirts, dresses, and holes in pants should cover the upper to mid-thighs and should not expose undergarments.
5. All students are required to wear shoes. No exceptions except for medical reasons. It is recommended for safety reasons that no strapless shoes be worn. Shoes with wheels are not to be worn on school property.
6. ~~T-shirts, designed for street wear, and school sponsored organization shirts may be worn. Shirts with advertisements of alcoholic beverages or objectionable slogans/pictures may not be worn. Midriffs will be covered at all times.~~
7. Students will not wear hats or caps, bandanas, stocking caps, or hoodies covering the head while in the building. Exceptions will be made for religious purposes, medical reasons and/or for special events.
8. Costumes and costume accessories are not permitted, except for specified school events or designated spirit weeks.

Building Administrators will have total authority for the interpretation of the dress code to all students. If there are situations that arise that are not specifically covered in this code, the administrator in charge will interpret the situation in light of the basic intent of this policy and that ruling will be final until such time that the policy is revised or changed to cover the situation.

EMERGENCY PROCEDURES

FIRE DRILL PROCEDURES

1. Each building is equipped with its own fire alarm signal and procedure.
2. Students will know and use the proper exit from anywhere in the school building.
3. Students will evacuate the building immediately in a proper manner.
4. Teachers will assure all students on his/her roster are present and accounted for once clear of danger.
5. Fire Drills are practiced on a regular basis.

TORNADO DRILL PROCEDURES

1. Each building is equipped with its own tornado alarm signal and procedure.
2. Students will “duck and cover” in areas designated by the building principal.
3. Tornado Drills are practiced on a regular basis.

SECURITY DRILLS

- Security drills are practiced on a regular basis.
    a. lockdown drills - security threat inside the building
    b. lockout drills - security threat outside the building

In the event of an emergency, parents or guardians are encouraged NOT to initially respond to the school during a crisis. This will allow city and school officials to assess the situation and activate the school's crisis plan. Should there be an emergency (national, local or school), **parents are asked to:**

- Cooperate with safety and school officials.

- Wait for notification of how and when to respond. This notification will come via the Owasso Public School's communication tools and local media. ***It is imperative that you refrain from using cell phones to contact your student as the overload will impair emergency personnel from performing their duties.***

ENROLLMENT and REGISTRATION

NEW STUDENTS: Enrollment information for students new to Owasso is available on the district website.

RETURNING STUDENTS: Students with continual enrollment in Owasso schools must go through an annual registration process through their school site in order to verify residency.

FERPA

FERPA NOTICE

The Board of Education intends to comply with the Family Educational Rights and Privacy Act (FERPA). Questions regarding the district policy and FERPA may be directed to the principal at the school site or the Owasso Public School Education Service Center at 1501 N. Ash, 918-272-5367.

Please refer to the following Owasso Public Schools Board of Education Policy link for more information on student Records. POLICY 5.28

GUIDANCE AND COUNSELING PROGRAM

Our school counseling offices are available to support students in the areas of academic, career, social and personal issues. Students should sign up in the counseling office to see a counselor. The counselor will send for the student during the day as soon as possible. Crisis situations will be addressed immediately. Students, parents and teachers are encouraged to refer individual students to the counseling staff when they have a concern about the well-being of a particular student. Referrals for outside resources are made on an informal basis and are optional for students or parents. Small group counseling is utilized to address academic issues within the classroom. Mediation is available to students who are experiencing conflict with another student that has not reached a level requiring disciplinary action. Referrals to local counseling resources are available.

~~GRADES~~ GRADING PRACTICE

~~PROGRESS REPORTS & REPORT CARDS~~

- Owasso Public Schools want to have strong communication with parents about their child's academic progress.
- Parents have a right to be updated about their child's academic progress and Owasso Public Schools has provided various tools for that purpose.
- Academic progress will be recorded in a timely manner.
- The electronic grade book is available to parents online, 24 hours a day, to accommodate a variety of schedules.
    - For Grades PreK-4, parents will receive quarterly reports of standard mastery, in the form of a standards-based report of progress.

    - For Grade~~s 3-~~5, a parent will be able to see individual grades for each assignment as well as their child's average in each subject.
    - Grades are recorded to reflect academic progress. In shorter weeks, holidays, or when special projects may occur, fewer grades may be recorded.
    - If there are challenges in accessing grades online, the teacher and/or office staff at their child's school is available to help parents.
- Regular academic reports will be shared with the parents on the following schedule:
    - Report of Progress (End of 1st Nine Weeks)
    - Report Card (End of 1st Semester)
    - Report of Progress (End of 3rd Nine Weeks)
    - Report Card (End of 2nd Semester)
- Classroom teachers will utilize parent conferences to visit with parents to discuss their child's progress.
- Parents may request or receive information about your child's grades any time during the school year.
- Teachers will respond as quickly as possible to parents, but the first priority is always serving the children in the classroom. Therefore, it may be the next business day before a grading question is answered.

HEALTH SERVICES

The Health Services Department serves our students and schools in a variety of areas. Please see the health services page on our district website for specific information regarding:

- COVID
- Flu
- Immunizations
- Lice
- Meningitis
- MRSA
- Pink Eye

BED BUGS GUIDELINES

While inconvenient and a nuisance, bed bugs do not cause disease and can be effectively eradicated. A diagnosis of bed bug bites or exposure should not disrupt the educational process.

Upon discovering bed bugs, known exposure or a suspected bite, a child's parent should be notified by the nurse and treatment options discussed. It is not necessary or effective to do school-wide or classroom-wide checks. Anyone that has had known close contact may be checked as well. The ultimate responsibility for bed bug checks, treatment and control lies with the parents. Children who have known bed bug exposure and/or bites can be checked at the nurse's discretion or if a parent requests. The school nurse's goals are to facilitate an accurate assessment of the problem, provide appropriate resources for treatment and prevention, and minimize school absences. References: National Association of School Nurses (NASN); Center for Disease Control (CDC).

MEDICATION

Except for provisions allowed in the district Medication Administration Policy, **students may not retain possession of or self-administer any medication.** Student's requiring medication at school must report to the School Nurse's office for appropriate paperwork and storage of medication. **Narcotic medication**

will not be stored or administered at school by school personnel. The Medication Administration Policy is available in the Nurse's office and on the school website. **Violation of this policy may result in discipline, including out of school suspension.** POLICY 5.01

MENINGITIS INFORMATION

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called Neisseria meningitis. The disease causes either meningitis, severe swelling of the brain and spinal cord or meningococcemia, a serious infection of the blood.

Vaccines can prevent many types of meningococcal disease, but not all types. This vaccine is not required to attend kindergarten through the 12th grade in Oklahoma. However, it is required for students who are enrolling in colleges and other schools after high school who will live in dormitories or on-campus student housing. For more information, contact your healthcare provider, local county health department or visit the National Meningitis Association website at www.nmaus.org. Please refer to the following Owasso Public School website link for more information about Meningitis. OPS Health Services/Meningitis

LIBRARY BOOKS

TEXTBOOK/LIBRARY

Each student is responsible for the care of his or her textbooks and/or library books. We do not charge any fines for overdue books, however, lost, damaged or destroyed books will need to be paid for by the end of the nine-week period or check out periods will be suspended. Store-bought replacements will not be accepted because our copies are purchased from companies that specialize in library-bound books.

LOST AND FOUND PROCEDURES

1. Please use name labels or some form of identification on items of clothing, lunch boxes and other personal items.
2. All articles found are to be placed in the lost and found areas. Articles not claimed will be given to a local charitable organization on a regular basis.

MONEY

When sending money to school, please send the correct change or a check in a labeled envelope specifying the child's name, teacher, and purpose of the money.

NON-SCHOOL ACTIVITIES

The school assumes no responsibility for information or management of non-school activities such as scouts, soccer, wrestling, cheerleading, gymnastics, and other such activities not provided by Owasso Public Schools.

OPEN TRANSFERS

A request for a transfer into this district initiated by or on behalf of a nonresident student will be approved or denied in accordance with district policy. Priority for space and resources is assigned to resident students and the children of Owasso Public Schools staff. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on open transfers. POLICY 5.20

PARENTS' BILL OF RIGHTS

Owasso Public Schools is in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent. 25 O.S. Section 2001 Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Parents' Bill of Rights POLICY 1.69

PARTIES

During the year there will be only two school-wide parties, Winter Holiday and Valentine's Day. Any refreshments brought to school for these parties must be store-bought. **Parents may not bring birthday treats for the class, and please do not send party invitations to the school to be distributed.** Any visitor attending a party must check in at the safe school identification system.

PHYSICAL EDUCATION

1. Students not taking physical education are to have a statement from the doctor. Before a student who is under a physician's care will be allowed to resume physical activity, a written release from the doctor must be presented to the physical education teacher.
2. Students not participating in physical education due to a short-term illness must have a note dated and signed by a parent. This is to be given to the school nurse.
3. Students do not change clothes for physical education in elementary school. We encourage shoes and clothing that are appropriate for both physical education and recess.

PRE-K GENERAL PARENT INFORMATION

Pre-K is an exciting time as children embark upon new adventures in the world of learning. We look forward to providing the best possible learning environment to educate the "whole" child. Each child will progress at his/her own rate, acquiring skills as he/she is developmentally ready. Maintaining each child's self-esteem and building a secure foundation for future growth will always remain a priority. With teamwork and cooperation among parents, teachers, and students, we will have a successful year!

- Please send a change of clothes, including underwear, socks, shirt and pants in a Ziploc bag with your child's name. Extra shoes are also acceptable but not required.
- Students may go outside to recess each day weather permitting. Please send appropriate outerwear with your child daily when the weather gets colder. Please write your child's name in the jacket or coat.
- Students are expected to be fully potty trained and able to take care of their toileting needs and routines. Students requiring pull ups are not considered to be potty trained. Your child will be

coached to change their clothes when accidents occur. Parents will be called to assist in changing clothes when a bowel movement accident occurs.

PROHIBITION OF RACE AND SEX DISCRIMINATION

The Board of Education hereby directs that neither the district, nor any employee of the district, shall teach or include in a course for students or employees the discriminatory principles outlined in policy 5.58. The district hereby designates the Assistant Superintendent of Teaching and Learning, as the employee responsible for receiving complaints. Complaints may be submitted online through the district website. Upon receipt of a complaint, the complainant shall receive notification from the designated employee that the complaint has been received and whether it will be investigated within ten (10) days of receipt. POLICY 5.58

PROTECTION OF PUPIL RIGHTS (PPRA)

PPRA affords parents certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes and certain physical exams. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Protection of Pupil Rights Amendment.
POLICY 1.38
Parents who believe their rights have been violated may file a complaint with:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue,
SW Washington, D.C. 20202-5920
1-800-872-5327

RESIDENCY

Oklahoma law provides a definition of "residence" for children attending school at 70 O.S. Section 1-113. If a child is between the ages of five and twenty-one, they are entitled to attend school free of charge in the district of residence. State law provides that a child's residence for school purposes is the school district in which the (1) parents, (2) guardian or (3) person having legal custody of the child holds legal residence. Children may also establish residency if their attorney-in-fact is a resident of the district. Owasso Public Schools does not permit students to establish residency based on the affidavit of a person who has assumed permanent care and custody of the child under Okla. Stat. tit. 70 O.S. Section 1-113. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on residency POLICY 5.23

SEARCH AND SEIZURE

The superintendent, principal, teacher, or security personnel of Owasso Public Schools, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous

Substances Act, intoxicating beverages, beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on search and seizures. Oklahoma HB 1634 (2023) allows for the search of shoes and hand and head coverings. POLICY 5.19, 5.29

SEXUAL HARASSMENT

All students, employees, and Board members are strictly prohibited from engaging in any form of sexual harassment of any student, employee, and applicant for employment, vendor representative, or patron of the School District. In the case of a student of the School District, "sexual harassment" is defined as unwelcome sexual advances, requests for sexual favors, and other unwelcome verbal or physical conduct of a sexual nature by any person towards a student. Any student engaging in sexual harassment is subject to any and all disciplinary action which may be imposed under the School District's Policy on Student Behavior. Any employee or student who is or has been subjected to sexual harassment or knows of any student or employee who is or has been subjected to sexual harassment shall immediately report all such incidents to either the superintendent, assistant superintendent, principal, assistant principal, or any Board member of the School District. If a report of an incident needs to be made after normal school hours, the above-listed individuals may be contacted at home. It is preferred that all such reports be made in person or in writing signed by the reporting party. However, in order to encourage full, complete, and immediate reporting of such prohibited activities, any person may report such incidents in writing and anonymously by mailing such reports to the personal attention of any of the above-designated persons. All such reports should state the name of the alleged harassing student, employee, or Board member, the person(s) being harassed, the nature, contacts and extent of the prohibited activity, the dates of the prohibited activity, and any other information necessary to a full report and investigation of the matter. The School District will investigate all reports.

STUDENT DISCIPLINE POLICY

One of the most important phases of a person's educational development is that of learning proper behavior, cooperation, respect, and self-discipline. Without these characteristics, it is difficult for a person to maintain the proper attitude to develop intellectually. It is the school's responsibility as a part of the total educational process to assist the student in the development of self-discipline.

The following discipline methods may be assigned by the principal or assistant principal for a student that engages in any of the behaviors listed under the Discipline Code section while at school, while on school vehicles, or going to or from or attending school events:

1. **Counseling-** May involve the classroom teacher, counselor, or administrator.
2. **Removal from class (non-appealable)** – Students will be allowed to come to school, but will be isolated from certain class periods.
3. **Detention (non-appealable)** – Students will be required to study, complete assignments, or do other school work during detention.

4. **School Service (non-appealable)**- School service may be used in lieu of other normally assigned disciplinary actions. Service opportunities may include, but are not limited to cleaning cafeteria tables, grounds beautification, general cleaning, etc.
5. **Alternative In-School Placement (non-appealable)**- Students will be allowed to come to school, but will be isolated or restricted from the main flow of daily routine. School administrators will decide how many days of in-school placement a student serves based on the severity of the offense. In school placement stays will be communicated to the parent or guardian by the school administrator.
6. **Out of School Suspension (appealable)-**Students may be suspended out of school as a result of a major offense, multiple offenses, or repeated offenses. Length of short-term suspensions may include 1-10 school days. Length of long-term suspensions will be 11 days or more, up to or including one calendar year for long-term based on the level of offense(s).
7. **Change of Placement (appealable) –** Students may receive a change of placement to an alternative educational setting in lieu of an out-of-school suspension lasting more than 10 days or up to one calendar year for long-term based on the level of offense(s).

DISCIPLINE CODE

The principal or assistant principal shall have the authority to assign any of the above disciplinary options to any student who engages in the following behavior at school, on school grounds, while on school vehicles, or going to or from, or attending school events:

1. Arson
2. Altering or attempting to alter another individual's food or beverage
3. Assault (whether physical or verbal) and/or battery
4. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by making, transmitting, causing, allowing to be transmitted, broadcasting, publishing, distributing, causing, or allowing to be broadcast, published or distributed, any message, material, telephonic, computerized or electronic message.
5. Cheating - violations of OHS Academic Honesty Policy
6. Conduct that threatens or jeopardizes the safety of others
7. Cutting class or sleeping, eating or refusing to work in class
8. Disruption of the educational process or operation of the school
9. Extortion
10. Failure to attend assigned detention, alternative school, or other disciplinary assignment without approval
11. Failure to comply with state immunization records
12. False reports or false calls
13. Fighting
14. Forgery, fraud, or embezzlement
15. Gambling
16. Gang related activity or action
17. Harassment, intimidation, or bullying, including gestures, written or verbal expression, electronic communication or physical acts
18. Hazing's (whether involving initiations or not) in connection with any school activity, regardless of location
19. Immorality

20. Inappropriate attire, including violation of dress code
21. Inappropriate behavior or gestures
22. Indecent exposure
23. Intimidation or harassment because, of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information, including but not limited to: (a) assault and battery; (b) damage, destruction, vandalism or defacing any real or personal property; or threatening, by word or act, the acts identified in (a) or (b)
24. Obscene language
25. Physical or verbal abuse
26. Plagiarism-violations of OHS Academic Honesty Policy
27. Possession or distribution of a caustic substance
28. Possessing, distributing or viewing obscene materials, including electronic possession, distribution or viewing (sexting)
29. Possession, without prior authorization, of a wireless telecommunication device
30. Possession, threat or use of a dangerous weapon, replica weapons, toy guns/facsimile and related instrumentalities (i.e., bullets, shells, gun powder, pellets, etc.)
31. Possession, use, manufacture, distribution, sale, purchase, conspiracy to sell, distribute or possess or being in the chain of sale or distribution, or being under the influence of (a) alcoholic beverages, low-point beer (as defined by Oklahoma law, i.e., 3.2 beer), (b) any mind altering substance, except for medications taken for legitimate medical purposes pursuant to district policy, including but not limited to prescription medications for which the individual does not have a prescription, or medications used outside their intended, therapeutic purpose, (c) paint, glue, aerosol sprays, salts, incense and other substances which may be used as an intoxicating substance, or (d) any substance believed or represented to be a prohibited substance, regardless of its actual content.
32. Possession of illegal and/or drug related paraphernalia
33. Possession or claimed possession of prescription and/or non-prescription medicine while at school and school related functions without prior district approval
34. Profanity
35. Purchasing, selling and/or attempting to purchase or sell prescription and nonprescription medicine while at school and school related functions.
36. Sexual or other harassment of individuals including, but not limited to, students, school employees, volunteers
37. Theft
38. Threatening behavior, including but not limited to gestures, written, verbal, or physical acts, or electronic communications
39. Truancy
40. Use, possession, distribution or selling tobacco or tobacco related products in any form, including but not limited to cigarettes, cigars, loose tobacco, rolling papers, chewing, tobacco, snuff, matches, lighters, e-cigarettes, personal vaporizers, electronic nicotine delivery systems, and any cartridge, container or product designed to be used in conjunction with these delivery systems, regardless of the nicotine content of the product.
41. 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
42. Using racial, religious, ethnic, sexual, gender or disability-related epithets
43. Vandalism

44. Violation of board of education policies, rules or regulations or violation of school rules and regulations including, but not limited to, disrespect, lingering or in restrooms, running in halls, bringing unauthorized items to school, inappropriate or unauthorized use of cellular phones or other electronic media, name calling, destroying or defacing school property
45. Vulgarity
46. Willful damage to school property
47. 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 and immediate negative effect on the discipline or educational process or effectiveness of the school, will also result in disciplinary action. Examples of immediate negative effects include, but are not limited to, electronic communication, negative reaction by the victim, overt face to face confrontations at school or school events, etc. Students found in violation of any of the above may receive disciplinary action. Any student who is determined to have brought a firearm on school grounds under the jurisdiction of the School District shall be suspended out of school for a period of not less than one calendar year. **Participation in the school's extracurricular activities is a privilege, not a right**. When a student's behavior results in an out-of-school suspension, Change of Placement (COP), or In-School Placement (ISP), the student immediately (notwithstanding the filing of an appeal) forfeits the privilege of participating in all extracurricular activities of the school. In addition, when the principal determines to impose alternative in-school placement or other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the student's offense.

DUE PROCESS AND STUDENT SUSPENSIONS

Alternative in-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve due process procedures.

Suspension and Change of Placement Terms

All suspensions and changes of placement will have a definite start and end date. The term may be reduced if a student performs a specified remedial act if those conditions are agreed to at the time of the suspension or change of placement. Term lengths will be as consistent as possible between students considering the nature of the conduct and the previous disciplinary history of the student.

Long-term suspensions and changes of placement are those in excess of ten (10) school days. Suspensions and changes of placement will not extend beyond the current school semester and succeeding semester, except in the case of possession of a firearm, in which case a suspension shall be for a period of not less than one (1) calendar year. Suspensions involving firearms are governed by the school district's Gun-Free Schools Student Suspension policy.

Short-term suspensions are those suspensions of ten (10) or fewer school days.

Short-Term Suspension Appeals (10 or fewer days)

A parent or student may appeal the suspension decision to a site committee. The principal shall inform the parent/student of the right to appeal the suspension and the method for appealing. An appeal must be presented, electronically or in writing, to the principal within three (3) days(excluding days when school is not in session) after the parent/student receives the principal's decision. If the principal does not receive a written appeal within three (3) days (excluding days when school is not in session) of the decision, the principal's suspension decision is final. The principal shall assemble a committee within three (3) days (excluding days when school is not in session) of receiving the parents request to appeal and that committee shall consist of the following members.

- A principal or assistant principal from a different school.
- A teacher of the student's choice.
- A teacher from the same site who has not had the student in class.

During the time of the appeal the student will be placed in In-House Suspension and the days spent in In-House Suspension will not count towards days of suspension.

Long-Term Suspension or Change of Placement Appeals

Site Level - 1st Level of Appeal

A parent or student may appeal the suspension or change of placement decision to a site committee. The principal shall inform the parent/student of the right to appeal the suspension or change of placement and the method for appealing.

An appeal must be presented, electronically or in writing, to the principal within five (5) days (excluding days when school is not in session) after the parent/student receives the principal's decision. If the principal does not receive a written appeal within three (3) days (excluding days when school is not in session) of the decision, the principal's decision is final. The principal shall assemble a committee within five (5) days (excluding days when school is not in session)of receiving the parents request to appeal and that committee shall consist of the following members.

- A principal or assistant principal from a different school.
- A teacher of the student's choice.
- A teacher from the same site who has not had the student in class.

During the time of the appeal, the student will be placed in In-House Suspension and the days spent in In House Suspension will not count towards days of suspension or change of placement.

District Level - 2nd Level of Appeal

In the event the complainant does not accept the decision of the review committee, he/she may appeal to the Assistant Superintendent of Teaching and Learning, who will assemble a 5 person committee of

district level administrators.. The request to appeal must be received by the Assistant Superintendent of Teaching and Learning within 5 days (excluding days when school is not in session) after the parent receives the decision from the site-level committee. If the request is not received within this time-frame, the site-level committee decision is final. In the event the complainant does not accept the decision of the Assistant Superintendent of Teaching and Learning, he/she may appeal to the Owasso Board of Education, within 5 days (excluding days when school is not in session) of receiving the decision from the assistant superintendent.

Board of Education or Designated Hearing Officer - 3rd Level of Appeal

An appeal must be presented, electronically or in writing, to the superintendent within five (5) days (excluding days when school is not in session) days after the parent/student receives the assistant superintendent's decision. If the superintendent does not receive a written appeal within five (5) days (excluding days when school is not in session) of the assistant superintendent's decision, the assistant superintendent's decision is final. If the board receives a timely written appeal request, the board or an appointed hearing officer, will hear the appeal as soon as possible. This decision is final and non-appealable.

Board Hearing Procedures

The parent/student will be notified in writing of the date, time and place of the hearing and will have the right to choose an "open" or "closed" hearing. Reasonable efforts will be made to accommodate the work schedule of parents. The following procedures will be followed:

1. The board president or the appointed hearing officer should:

    a. Announce that the next agenda item is a suspension or change of placement review hearing.

    b. Ask whether the parent/student wants the hearing to be open to the public or in executive session. The offer of an open hearing and the response is to be made a part of the minutes of the meeting. If the parent/student requests a closed hearing, a motion to go into executive session per their request should be made and voted on.

2. The board president or hearing officer should advise the parent/student:

    a. That they are entitled to legal counsel, if they desire it.
    b. That the administration will present its witnesses first and that after each witness the parents or their legal counsel will be given an opportunity to cross-examine.
    c. That the parent/student will be given an opportunity to call any relevant witnesses and present any relevant evidence, subject to cross-examination by the administration's legal counsel.
    d. That the board or its hearing officer will consider the evidence and documents and

reach a decision that will be recorded by vote in open session.
e. That the parent/student may ask any questions about the procedure.

3. Administration may call witnesses and present documents subject to cross-examination.

4. Parent/student may call any witnesses and present documents subject to cross-examination.

5. After each witness is presented board members or the hearing officer may ask the witness questions.

6. Parent/student's closing statement.

7. Administration's closing statement.

8. Deliberate in private. (If the hearing is not in executive session, the board or its hearing officer may deliberate in executive session only with permission of the parent/student.)

9. Return to open session and vote. After adopting a motion making certain findings of fact the board must make a motion to:

a. affirm the suspension;
b. modify the suspension or change of placement (increase or decrease severity of the suspension or change of placement)
c. revoke the suspension or change of placement. If the hearing is before a hearing officer, no motions will be required as a part of the hearing process; otherwise, the hearing officer will have the same obligations as the board when rendering a decision.

Attendance at School Pending Appeal Hearing

Pending an appeal of the student suspension or change of placement, the student will have the right to attend school under such "in-house" restrictions as the principal deems proper, except that at the discretion of the principal, the student may be prohibited from attending school pending any appeal hearing if in the judgment of the principal the student's continued presence in the building will constitute an immediate danger to the health or safety of students, school employees, school property, or would be a substantial disruption of the educational process. The days in "in-house" will not count toward the days of out of school suspension.

Please refer to the following Owasso Public Schools Board of Education Policy links for more information on Student suspension and appeals process. POLICY 5.26, 5.57

STUDENT INTERNET USAGE AGREEMENT

As a part of the resources available to students, the district provides internet access at each school site. The district intends for this resource to be used for educational purposes and not to be used for conduct which is harmful. Any individual using district resources to engage in electronic or digital

communications has no expectation of privacy. Furthermore, students must be cognizant of the fact that electronic or digital communications which occur on private equipment are often permanently available and may be available to school administrators. It is presumed users will comply with district standards and will honor the district's policies, rules and regulations. Regarding school internet and computer, electronic, or digital usage, the following are not permitted.

- Displaying or sharing offensive messages, pictures, or site addresses.
- Damaging computers, computer systems, computer networks or computer services.
- Violating copyright laws.
- Downloading, uploading, or distributing software.
- Using obscene language.
- Harassing, attacking or insulting others.
- Cyberbullying.
- Illegally accessing content through District network applications or equipment, or bypassing software parameters set in place by the District

For more information please see the Owasso Public School Student Technology Use Agreement.
Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Electronic and Digital communication. POLICY 1.76

~~STUDENT SUSPENSION APPEALS PROCESS~~

MOVED SECTION UP TO BE IN ALPHABETICAL ORDER

~~DUE PROCESS AND STUDENT SUSPENSIONS~~

~~Alternative in-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve due process procedures.~~

~~SHORT TERM OUT OF SCHOOL SUSPENSIONS (10 or fewer school days)~~

~~A short-term out-of-school suspension may be appealed to a committee composed of administrators and/or teachers. An appeal to a committee can be requested by letter to the school principal, which must be received within five (5) calendar days after the principal's out-of-school suspension decision is received by the student or his/her parent/guardian. The out-of-school suspension decision will become the final and non-appealable if a request is not timely submitted. The decision of the committee shall be final and non-appealable.~~

~~LONG-TERM OUT-OF-SCHOOL SUSPENSIONS (In excess of 10 School Days)~~

~~Method of Appeal to the Superintendent of Schools or his/her Designee: An appeal can be presented by letter to the Superintendent. If no appeal is received within (5) calendar days after the principal's decision is received by the parent or student, the principal's out-of-school suspension decision will be final and non-appealable. The Superintendent or his/her designee should hold a conference with the parent or guardian as soon as possible after receipt of the appeal. The conference will be held during regular school hours, Monday through Friday, with consideration given to the hours of working parents whenever possible. At the conference, the Superintendent or his/her designee will read the policy, rule, or regulation the student is charged with having violated and will briefly outline the conduct on the part of the student. The parent should be asked by the Superintendent or his/her designee if he/she understands the rule and the charges against the student. At the conclusion of the conference, the Superintendent or his/her designee will state whether he/she will uphold, terminate or modify the~~

~~out-of-school suspension. In all cases the parent will be advised of his/her right to have the suspension reviewed by the Board of Education.~~

~~Method of Appeal to the Board of Education: An appeal can be requested by letter to the Assistant Superintendent of Schools or the Clerk of the Board of Education. If no appeal is received within five (5) days after the decision of the Superintendent or his/her designee is received by the parent or student, the decision of the Superintendent or his/her designee will be final and non-appealable. The Board will hear the appeal as soon as possible. The Board's decision is final and non-appealable. The parent and student will be notified in writing of the date, time, and place of the hearing. The parent and student will have the right to an "open" or "closed" hearing, at their option. Reasonable efforts will be made to accommodate the work schedule of parents. Please refer to the following Owasso Public Schools Board of Education Policy links for more information on Student suspension and appeals process. POLICY 5.26, 5.57~~

TECHNOLOGY: PERSONAL COMMUNICATION DEVICE USAGE

1. Personal communication device (cell phone, smartwatch or similar devices) usage is not permitted during school hours.

TELEPHONE

2. Students must have permission from a teacher and/or office personnel to use the school telephone.
3. Outgoing calls are to be made only in cases of emergency, such as illness or inclement weather. Permission to go home with a friend or change plans after school does not constitute an emergency.
4. Recommendation is made that the parent and child work out an agreement at the beginning of the term as to where the parent will meet the child during bad weather, thus saving some telephone calls.
5. Students will be called to the telephone only in cases of emergency. We discourage parents from calling their children at school and asking office personnel to deliver messages unless it is an emergency. Principals will assist their staff in managing these processes.
6. Please make arrangements with your child regarding their after school plans for transportation. Please do not hesitate to call the school office and communicate those plans by 2:00 p.m. This allows the school ample time to communicate changes with the student.

TESTING

All Owasso elementary schools comply with state mandated testing requirements. Your child's school will communicate site specific testing information.

TEXTBOOKS/CHROMEBOOKS

Students are responsible for the textbooks and chromebooks issued to them**.** Each student will be expected to pay for any textbooks or chromebooks lost or damaged. The fee for damages varies

depending upon the severity of damage. Lost or damaged textbooks, library books, and chromebooks will be assessed at replacement value. Parents will be notified by school staff when materials are lost or damage occurs that results in an expense to parents.

The Student Technology Insurance Program has been established to provide parents the opportunity to purchase insurance for 1:1 student technology devices. The insurance program is voluntary, but families are highly encouraged to participate.

TOBACCO POLICY

Students are not allowed to use tobacco or be in possession of tobacco in school buildings, school vehicles, including buses, or on the school campus. Possession of tobacco will be defined as any form of tobacco being on a student's person or in his/her purse, locker, gym bag, or vehicle. Electronic cigarettes and/or vaping products are not allowed. Violation of this policy will result in disciplinary action.

TRANSPORTATION

BICYCLES

The parent should consider the following recommendations:

1. The bicycle should be in good repair and meet all safety standards.
2. The rider should know and observe all traffic laws.
3. Bicycles are to be parked at the bicycle rack upon arriving at school and not ridden again until school is dismissed.
4. The school will not be held responsible for stolen bikes. **We strongly recommend padlocks on bicycles.**
5. Students are to walk their bicycles at all times while on school grounds.

BUSES

Transportation in district-owned buses is furnished to students who reside one and one-half miles or more from the school. All buses used by the Owasso Schools meet the requirements of the State Board of Education and operate in compliance with their regulations. All students are expected to regard the bus as a classroom and conduct themselves appropriately. Safety is stressed at all times.

The driver of the bus is a school official and has the same authority as a classroom teacher over the students in his/her care. After a student gets on the bus, he/she is under the supervision of the bus driver and is expected to help him maintain discipline in order to prevent serious accidents. The driver has authority and is expected to look after the welfare of all students under his/her care. Any student may be removed from the bus that persists in disobeying regulations. After getting on the bus, no student is to depart from the bus until it reaches school in the morning or arrives at the designated place for him/her to leave the bus in the evening, except by special permission from the driver. **A note signed and dated by the parents would be necessary for permission to be given for the student to ride a different bus than normal.**

RULES FOR BUS RIDERS

Bring a note signed by your parent if you are to do anything other than ride your usual bus. The note is due the day of the change. An unexpected change in afternoon plans must be called in before 2:00 p.m.

1. Use a safe route in walking to and from the bus stop. Walk facing traffic, if at all possible.
2. Be on time at school bus stops. Avoid having to run to catch the bus or having the school bus wait for you.
3. Always use the handrail when getting on or off the school bus.
4. Be seated immediately.
5. Keep the aisle clear.
6. Keep all parts of your body inside the bus at all times.
7. Do not throw things out of the school bus windows.
8. Do not eat or drink while on the school bus.
9. Do not be loud or boisterous.
10. Absolutely no distracting behavior is allowed on the school bus.
11. Complete silence at railroad crossings is needed.
12. When unloading to cross the street, always walk to the front of the bus and wait for the driver to motion you across the street.
13. Do not walk behind the school bus when it is loading and unloading.
14. Do not open or close the school bus doors.

WALKERS AND CAR RIDERS

1. Walkers and car riders should NOT arrive before 8:45 a.m.
2. It is the responsibility of the parent to communicate appropriate safety measures when students are walking to and from school. Students should use the designated crosswalk and obey the directives of the crossing guard.
3. Parents should not leave their children at a school outside of school hours as the supervision of students is a priority.

VISITORS

Parents are welcome to visit the school. All visitors must sign in and out in the main office, and provide identification, and are required to use our school identification process. All visitors must wear a visible visitor's badge/sticker while on a school campus. Student visitors are not permitted on campus. A parent needing to see his/her child during the school day should report to the main office.

Visitors can be asked to leave by administrators at any time. Visitation privileges can and will be revoked if deemed necessary by administrators and SRO's. If you need to visit a teacher, please call the school office or email your child's teacher to make an appointment. Scheduling a visit will help to prevent disruptions to the educational process. Visitors are not permitted on the playground during school hours, nor are they permitted to stand or park near the playgrounds. The school will contact the Owasso Police Department to report loitering individuals near the property. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on visitors. POLICY 1.44

VOLUNTEER GUIDELINES

Volunteers are welcome and appreciated at school sites. Specific needs for volunteers vary from site to site. Contact your child's school for details.

- Volunteers are expected to adhere to confidentiality regarding any student information and/or situations that they may encounter.

- Any obtained information should NOT be shared on or off school grounds. Concerns should be reported to appropriate school personnel.
- Please contact the site principal, or their designee, for additional requirements, expectations, and guidelines.

WITHDRAWALS

Parents who wish to withdraw their children must follow these steps:

1. Inform the office and teacher at least one week prior to leaving.
2. Make sure all charges are paid to the cafeteria and that all textbooks, library books, and school property are returned.
3. A withdrawal slip must be completed in the school office.

Approved by Board the Board of Education on 7/17/23

Owasso
6th - 7th - 8th
Grade Handbook

20234-20245

6th Grade Center	8101 N 129th E Avenue, Owasso, OK 74055	918-274-3020
7th Grade Center	1400 North Main, Owasso, OK 74055	918-272-1183
8th Grade Center	13901 E 86th Street, Owasso, OK 74055	918-272-6274

This handbook contains helpful information, guidelines, and procedures that correspond with state law and the Owasso School Board Policies.

SCHOOL DISTRICT MISSION STATEMENT

Our mission is to provide a safe environment that equips, educates, and empowers students on their journey toward outstanding character and success.

TABLE OF CONTENTS

ATTENDANCE **3**
- ARRIVAL AT SCHOOL 3
- ATTENDANCE MATTERS 3
- ATTENDANCE PROCEDURES/POLICY 4
- ATTENDANCE INCENTIVE – SEMESTER TEST EXEMPTIONS 4

BULLYING **5**

CAFETERIA **10**
- BREAKFAST/LUNCH 10
- LUNCH PAYMENTS/CHARGES 10
- MY SCHOOL BUCKS 11

CANCELLATIONS **11**

CELL-PHONES/TELECOMMUNICATION DEVICES **11**

CLOSED CAMPUS **11**

DIRECTORY INFORMATION **11**

DRESS and GROOMING GUIDELINES **12**

DRUGS AND ALCOHOL **13**

EARLY DISMISSAL **13**

EMERGENCY PROCEDURES **14**
- FIRE DRILL PROCEDURES 14
- TORNADO DRILL PROCEDURES 14
- SECURITY DRILLS 14

EXTRACURRICULAR ACTIVITIES, CLUBS AND ORGANIZATIONS **14**

FERPA **15**

GUIDANCE AND COUNSELING PROGRAM **15**

GRADING PRACTICE **15**

GRADUATION REQUIREMENTS **16**

HEALTH SERVICES **16**
- MEDICATION 16
- MENINGITIS INFORMATION 16

OPEN TRANSFERS **17**

PARENT BILL OF RIGHTS **17**

PROHIBITION OF RACE AND SEX DISCRIMINATION **17**

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA) **17**

RESIDENCY **18**

SCHEDULE CHANGES **18**

SEARCH AND SEIZURE **18**

SEXUAL HARASSMENT **19**

STUDENT DISCIPLINE POLICY **19**

DISCIPLINE CODE 20
DUE PROCESS AND STUDENT SUSPENSIONS 22
STUDENT INTERNET USAGE AGREEMENT 26
TARDIES 26
TARDIES TO SCHOOL: 27
TELEPHONE 27
TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS 27
TOBACCO POLICY 28
TRANSPORTATION 28
BICYCLES 28
BUSES 28
RULES FOR BUS RIDERS 28
WALKERS AND CAR RIDERS 29
TRUANCY 29
VALUABLE PROPERTY 29
VISITORS 29
WITHDRAWAL FROM SCHOOL 30

NONDISCRIMINATION

There will be no discrimination in the district because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and employment. The district also provides equal access to the Boy Scouts of America and other designated youth groups. The following people have been designated to handle inquiries regarding the district's non- discrimination policies * Section 504/Title II of the Americans with Disabilities Act Coordinator (for questions or complaints based on disability) * Director of Special Services Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-8021 * Title VI of the Civil Rights Act Coordinator (for questions or complaints based on race, color and national origin) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Title IX Coordinator (for questions or complaints based on sex, pregnancy, gender, gender expression or identity)

Athletic Director Owasso Public Schools 12901 E. 86th St. N., Owasso, OK 74055 918-272-1867 * Age Act Coordinator (for questions or complaints based on age) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Any individual, who has experienced some other form of discrimination, including discrimination not listed above, may contact: * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Outside Assistance may be obtained from: * U.S. Department of Education Office for Civil Rights One Petticoat Lane 1010 Walnut Street, Suite 320 Kansas City, MO 64106 (816) 268-0550 (816) 268-0599 (Fax) (877) 521-2172 (TTY) E-mail: OCR.KansasCity@ed.gov

Policy 1.22a

The goal of this handbook is to inform parents and students of school guidelines. In addition, a goal of this handbook and all school rules is to help foster fully capable, independent, young adults. We know that goal requires the support of parents and we welcome that partnership.

ATTENDANCE

ARRIVAL AT SCHOOL

Students should not arrive at school until after 7:10 a.m. The building will not be open before then. Students are to be seated in the designated areas until dismissed by the duty teachers. Classes begin at 8:00 a.m. and end at 2:45 p.m. Once at school, students may not leave campus unless checked out by a parent/guardian.

ATTENDANCE MATTERS

Encouraging regular attendance is one of the most powerful ways you can prepare your child for success in school. When school attendance is a priority, children get better grades, develop healthy life habits,

avoid dangerous behavior and have a better chance of graduating high school. When students are absent for fewer days, their grades and reading skills often improve. Students who attend school regularly also feel more connected to their community, develop important social skills and friendships, and are significantly more likely to graduate from high school, setting them up for a strong future. Regular attendance at school is required by state law and encouraged by the Owasso Public School District. Under school law, parents are responsible for their child's attendance until graduation from high school or the age of 18. When students are absent just two days per month - even when the absences are excused - it can have a negative impact. This adds up to being absent 18 times during the year, which is considered chronically absent. Over the course of a student's school career, this adds up to 234 days, which is almost 1 ½ years of school missed.

As a parent, you can prepare your child for a lifetime of success by making regular school attendance a priority. By figuring out the reasons for your child's absences, whether they're physical or emotional, and taking advantage of support services, such as free tutoring, student mentoring and after school activities, we can partner with you to set your child on the path to success.

ATTENDANCE PROCEDURES/POLICY

1. Anytime a student is absent from school, a parent/guardian should call the school office for each day the student is absent. Any student who is absent is considered unexcused until a parent/guardian calls the attendance office.
2. In the event of absences occurring due to a chronic or recurring illness, documentation by the student's doctor indicating the nature of the chronic or recurring condition, including diagnosis is required, per **5.03**
3. Anytime a student arrives after 8:00 a.m. he/she must check in at the attendance office before going to class. A parent/guardian should call the attendance office to report the tardy.
4. Anytime a student arrives for first period after 8:10 a.m., it will be counted as an absence for first hour.
5. **The maximum number of days that a student may be absent and still receive high school credit for the semester is nine. The maximum includes BOTH excused and unexcused absences.** It does not include student activities. ~~(note: this applies only to students in the 8th grade who are taking courses for high school credit)~~
6. Parents of students who have excessive absences will be notified in writing. Attendance is a priority for all Owasso Public School students.
7. There are two types of absences: excused and unexcused. School work missed because of an **excused** absence is to be made up by the student. It is the responsibility of the student to check with the teachers to see what work was missed and when it is due. A student going on a field trip, an activity trip, or must check before the trip with his/her teachers for his/her assignments. The student will receive full credit for the make-up work when it is turned in, on or before the specified time. For excused absences a student will receive a day for every day out. For a school activity, work is due on the due date or immediately upon return.
8. "A student who is absent from instruction without excuse for ten (10) consecutive days is to be recorded as absent each day. On day eleven (11), the pupil is to be exited from the roll" Okla. Admin. Code § 210:10-1-5. Re-enrollment will be required if the student returns to the district.

ATTENDANCE INCENTIVE – SEMESTER TEST EXEMPTIONS

All students are required to take each of their semester finals in the fall semester. Students may exempt Spring semester finals if they meet the following **FULL** year requirements. Classes for high school credit may require a semester test worth up to, but no more than 15% of the course grade.

1. 10 absences for the full year and an 85% in both semesters of the class.

The only type of absence that does not count against exemptions is the Student Activity (SA) absence. Students who are exempt are not required to come to school during the hour of that final.

BULLYING

Bullying is any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed towards a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Owasso Public Schools strives to ensure a safe environment for every student. If you have witnessed or received a report of a bullying situation, please provide information to an administrator, teacher, or counselor so the school and district can take appropriate action. Students may make a report and all information will be confidential, and if you wish you have the right to submit the report anonymously. Visit the Bullying Prevention page on the OPS website for more guidance, reporting, and resources. ~~Please refer to the Owasso Public Schools Board of Education Policy link for more information on Bullying. POLICY 5.13, 5.45~~

PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING POLICY 5.13

Statement of Legislative Mandate and Purpose

This policy is a result of the legislative mandate and public policy embodied in the School Safety and Bullying Prevention Act, 70 OKLA. STAT. § 24-100.2 et seq. ("Act"). The district intends to comply with the mandates of the Act and expects students to refrain from bullying. Bullying is expressly forbidden and students who bully are subject to disciplinary consequences as outlined in the district's policy on student behavior. Students who bully may also be provided with assistance to end their unacceptable behavior, and targets of bullies may be provided with assistance to overcome the negative effects of bullying.

The Owasso Public Schools' student conduct code prohibits bullying. This regulation further explains the negative effects of that behavior and seeks to promote strategies for prevention.

Definition of Terms

1. Statutory definition of harassment, intimidation, and bullying:

70 O.S. §24-100.3(c) of the School Safety and Bullying Prevention Act defines the term bullying," as including, but not limited to a pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication, directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted

individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student that a reasonable person should recognize will:

A. Harm another student;
B. Damage another student's property;
C. Place another student in reasonable fear or harm to the student's property, or
D. Insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of a student.

2. The "Reasonable Person" Standard

In determining what a "reasonable person" should recognize as an act of placing a student in "reasonable" fear or harm, staff will determine "reasonableness" not from only the point of view of a mature adult, but also from the point of view of an immature child of the age of the intended victim along with, but not limited to, consideration of special emotional, physical, or mental needs of the particular child; personality or physical characteristics, or history that might cause the child to be particularly sensitive to efforts by a bully to humiliate, embarrass, or lower the self esteem of the victim; and the discipline history, personality of, and physical characteristics of the individual alleged to have engaged in the prohibited behavior.

3. General Display of Bullying Acts

Bullying for purposes of this section of the regulation, includes harassment and intimidation, and vice versa. According to experts in the field, bullying in general is the exploitation of a less powerful person by an individual taking unfair advantage of that person, which is repeated over time, and which inflicts a negative effect on the victim. The seriousness of a bullying act depends on the harm inflicted upon the victim and the frequency of the offensive acts. Power may be, but is not limited to, physical strength, social skill, verbal ability, or other characteristics. Bullying acts by students have been described in several different categories.

A. Physical Bullying includes harm or threatened harm to another's body or property, including, but not limited to, what would reasonably be foreseen as a serious expression of intent to inflict physical harm or property damage through verbal or written speech or gestures directed at the student-victim, when considering the factual circumstances in which the threat was made and the reaction of the intended victim. Common acts include tripping, hitting, pushing, pinching, pulling hair, kicking, biting, starting fights, daring others to fight, stealing or destroying property, extortion, assaults with a weapon, other violent acts, and homicide.

B. Emotional Bullying includes the intentional infliction of harm to another's self-esteem, including but not limited to insulting or profane remarks, insulting or profane gestures, or harassing and frightening statement, when such events are considered in light of the surrounding facts, the history of the students involved, and age, maturity, and special characteristics of the students.

C. Social Bullying includes harm to another's group acceptance, including but not limited to, harm resulting from intentionally gossiping about another student or intentionally spreading negative rumors about another student that results in the victim being excluded from a school activity or

student group; the intentional planning and/or implementation of acts or statements that inflict public humiliation upon a student; the intentional undermining of current relationships of the victim-student through the spreading of untrue gossip or rumors designed to humiliate or embarrass the student; the use of gossip, rumors, or humiliating acts designed to deprive the student of awards, recognition, or involvement in school activities; the false or malicious spreading of an untrue statement that exposes the victim to contempt or
ridicule or deprives the victim of the confidence and respect of student peers; or the making of false statements to others that the student has committed a crime, or has an infectious, contagious, or loathsome disease, or similar egregious representations.

D. Sexual Bullying includes harm to another resulting from but not limited to, making unwelcome sexual comments about the student, making vulgar, profane, or lewd comments or drawings or graffiti about the victim; directing vulgar, profane, or lewd gestures toward the victim; committing physical acts of a sexual nature at school, including the fondling or touching of private parts of the victim's body; participation in the gossiping or spreading of false rumors about the student's sexual life; written or verbal statements directed at the victim that would reasonably be interpreted as a serious threat to force the victim to commit sexual acts or to sexually assault the victim when considering the factual circumstances in which the threat was made and the reaction of the intended victim; off-campus dating violence by a student that
adversely affects the victim's school performance or behavior, attendance, participation in school functions or extracurricular activities, or makes the victim fearful at school of the assaulting bully; or the commission of sexual assault, rape, or homicide. Such conduct may also constitute sexual harassment – also prohibited by Owasso Public Schools.

E. Cyberbullying is bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can also include sharing personal or private information about someone else causing embarrassment or humiliation. Additional examples include, but are not limited to, sending cruel, vicious and sometimes threatening messages; using group chats as a way to gang up on one person; posting mean or untrue statements of classmates online with intent to embarrass them; breaking into an email account or online profile and sending vicious or embarrassing material to others; engaging in messaging intended to trick another person into revealing sensitive or personal information and forwarding that information to others; taking nude or otherwise degrading photos or videos of a person and sharing that content.

Understanding of and Prevention of Bullying of Students

A. Student and Staff Education and Training

A full copy of this policy will be posted on the district's website and included in all district handbooks.

All staff will be provided with a copy of the district's policy on prevention of bullying of students. All students will have access to the policy in the student handbook and a copy

of the entire policy is available on request. Owasso Public Schools is committed to providing appropriate and relevant training to staff regarding identification of behavior constituting bullying of students and the prevention and management of such conduct. Students, like staff members, shall participate in an annual education program that sets out expectations for student behavior and emphasizes an understanding of bullying of students, the district's prohibition of such conduct, and the reasons why the conduct is destructive, unacceptable, and will lead to discipline. Students shall also be informed of the consequences of bullying conduct toward their peers.

B. Owasso Public Schools' Safe School Committees

The safe school committee has the responsibility of studying and making recommendations regarding unsafe conditions, strategies for students to avoid harm at school, student victimization, crime prevention, school violence, and other issues which interfere with and adversely affect school safety. With respect to student harassment, intimidation, and bullying, the safe school committee shall consider and make recommendations regarding professional staff development needs of faculty and other staff related to methods to decrease student harassment, intimidation, and bullying and understanding and identifying bullying behaviors. In addition, the committee shall make recommendations regarding: identification of methods to encourage the involvement of the community and students in addressing conduct involving bullying; methods to enhance relationships between students and school staff in order to strengthen communication; and fashioning of problem-solving teams that include counselors and/or school psychologists.

In accomplishing its objectives, the committee shall review traditional and accepted harassment, intimidation, and bullying prevention programs utilized by other states, state agencies, or school districts. (See also policy 1.43)

Student Reporting

Students are encouraged to inform school personnel if they are the victim of or a witness to acts of harassment, intimidation, or bullying. The Report and Stop Bullying form is available under the student tab on each school site's web page.

Staff Reporting

An important duty of the staff is to report acts or behavior that the employee witnesses that appear to constitute harassing, intimidating, or bullying. Employees, whether certified or non certified, shall encourage students who tell them about acts that may constitute intimidation, harassment, or bullying to complete a report form. For young students, staff members given that information will need to provide direct assistance to the student.

Staff members who witness such events are to complete reports and to submit them to the building principal. Staff members who hear of incidents that may, in the staff member's judgment, constitute harassment, intimidation, or bullying, are to report all relevant information to the building principal.

Parental Reporting and Responsibilities

Parents/guardians will be informed in writing of the district's program to stop bullying. An administrative response to bullying may involve certain actions to be taken by parents. Parents will be informed of the program and the means for students to report bullying acts toward them or other students. They will also be told that to help prevent bullying at school they should encourage their children to:

1. Report bullying when it occurs;
2. Take advantage of opportunities to talk to their children about bullying;
3. Inform the school immediately by using the Report and Stop Bullying form on the Owasso Public Schools' website under the parent tab if they think their child is being bullied or is bullying other students;
4. Watch for symptoms that their child may be a target of bullying and report those symptoms; and
5. Cooperate fully with school personnel in identifying and resolving incidents.

Monitoring and Compliance

In order to assist the State Department of Education with compliance efforts pursuant to the School Safety and Bullying Prevention Act, 70 OKLA. STAT. § 24-100.2 et seq., the district will identify a Bullying Coordinator who will serve as the district contact responsible for providing information to the State Board of Education.

A copy of this policy will be submitted to the State Department of Education annually as part of the school district's Annual Performance Report.

Disciplinary Measures

In administering discipline, consideration will be given to alternative methods of discipline to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's

behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Change of Placement
15. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

The above consequences will be imposed for any person who commits an act of bullying as well as any person found to have falsely accused another as a means of retaliation, reprisal, or as a means of bullying. Strategies will be created to provide counseling or referral to appropriate services, including guidance, academic intervention, and other protection for students, both targets and perpetrators, and family members affected by bullying, as necessary.

The school district is not required to provide educational services in the regular school setting to any student who has been removed from a public school or private school in Oklahoma or another state by administrative or judicial process for an act of using electronic communication with the intent to terrify, intimidate or harass, or threaten to inflict injury or physical harm to faculty or students.

CAFETERIA

BREAKFAST/LUNCH

1. A hot breakfast and lunch program is provided in the cafeteria for the benefit and convenience of both the student and parent.
2. Students may bring their breakfast or lunch, but they will be required to eat in the cafeteria.
3. Parents may sign their children out for lunch and must sign them back in when they return.
4. Breakfast/Lunch times vary by site.

LUNCH PAYMENTS/CHARGES

Students should have funds in their accounts before they attempt to purchase a meal or a la carte items on their account. Occasionally, a student may need to "charge" a breakfast or lunch on account; this means the student's account is placed in the negative in order to allow for the meal, a la carte items are not allowed to be charged. For details related to meal balances and charges, please see POLICY 5.49. ~~Students are only allowed to do this until their account reaches a negative balance of ten dollars (-$10.00) before money is required to be deposited to pay off the charges and provide for more meals. If a student has reached a balance of negative ten dollars (-$10.00), and still does not have money to pay for lunch, he or she will be asked to call home to make arrangements for lunch. Once a student reaches the maximum negative balance an alternative meal of a Cheese Sandwich, Fruit, and Milk will be provided for lunch and Toast and fruit juice will be provided for breakfast. Please call your cafeteria~~

~~manager or the child nutrition offices if you find you are in a difficult situation; they may be able to work with you. Should your child have outstanding charges on the date they are approved for free or reduced price meals, you are still responsible for paying off those charges. Low balance notices are sent home with the students at least twice a week.~~ All parents/guardians are encouraged to complete a free/reduced meal application. If you should need one during the school year, forms are available online and at the school offices.

MY SCHOOL BUCKS

For your convenience, you may pay with a credit/debit card using the My School Bucks application to load money on your child's account. My School Bucks application information can be found on the Owasso Public Schools website. If you have questions or need further assistance, please call the Child Nutrition Department at (918)272-8034.

POLICY 5.49

CANCELLATIONS

Announcements about school cancellations will be shared via the district's social media and will be broadcast on local radio and television stations.

CELL-PHONES/TELECOMMUNICATION DEVICES

The School District desires to provide a learning environment that is free from distraction. It is the student's responsibility to ensure that all electronic devices are not in use during class hours, unless directed by the teacher to use them for educational purposes.

Any and all electronic devices, including but not limited to cell phones, smart phones, tablets, laptops, ~~MP3 players~~, smart watches, ear buds, or any other type of mobile electronic device, have a reduced expectation of privacy once they enter any school zone and may be subject to confiscation and/or search should a school violation be suspected. Possession and/or use of any personal electronic device is a privilege, not a right, that is extended to the student, which, at the discretion of the school, may be revoked should circumstances warrant and disciplinary consequences may occur. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on cell phones and mobile devices. POLICY 1.76 , 5.31

CLOSED CAMPUS

The Owasso 6th, 7th, and 8th Grade Centers are closed at lunch. Students are required to eat lunch on campus. Students may bring their lunch or purchase the meals provided by the cafeteria. Students will not be permitted to leave campus during lunch except when they are checked out by a parent/guardian. If lunch is delivered to a student, please make sure your student knows the lunch is being delivered and ensure it arrives before lunch starts. Students will not be allowed to have food and/or drink items delivered to the school by third party vendors.

DIRECTORY INFORMATION

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information”:

- Student’s Name
- Photograph
- Athletic Information, including height & weight
- Grade Level (i.e., first grade, tenth grade, etc.)
- Participation in officially recognized activities and sports
- Degrees, Honors, & Awards received

Within the first three weeks of each school year, the school district will publish the above list of directory information it proposes to designate as directory information for the school year. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment. Parents or eligible students have two weeks following this publication or notice to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about their student. POLICY 5.28

DRESS and GROOMING GUIDELINES

The school policies are the result of the cooperative effort of the school board and the administration. It is understandable that criteria be established to prohibit extreme styles and designs in clothing which might disrupt the education process or endanger the health and safety of pupils. The following dress and grooming policy applies at school, while on school vehicles, or going to or from or attending school events. **The principal and assistant principal have total authority in the interpretation of the dress code**. If situations arise that are not specifically covered in the guidelines, the administration will interpret the situation in light of the basic intent of the policy and that ruling will be final until such time that the policy is revised or changed to cover this situation.

D

1. Students will not wear clothes or accessories showing vulgar, profane, or obscene images, words, or numbers, or anything promoting tobacco, alcohol, drugs, or related items. ~~T-shirts designed for street wear, and school sponsored organization shirts may be worn. Students will not wear clothing or accessories that display pictures, lettering or numbering that is profane, vulgar, repulsive or obscene or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, beer, drugs, drug-related items or paraphernalia.~~
2. Midriffs, halter tops, backless dresses, spaghetti strap shirts or dresses, and sleeveless garments resembling tank tops are not permitted. ~~Midriffs will be covered at all times. Cleavage will be kept covered at all times.~~ Clothing should not expose or display undergarments.
3. ~~Tights and leggings may be worn~~
4. Shorts, skirts, dresses, and holes in pants should cover the upper to mid-thighs and should not expose undergarments.
5. All students are required to wear shoes. No exceptions except for medical reasons.
6. Students will not wear hats, caps, bandanas, stocking caps, or hoodies covering the head while in the building. Exceptions will be made for religious purposes, medical reasons and/or for special events.

7. Costumes and costume accessories are not permitted, except for specified school events or designated spirit weeks.
8. Writing on clothes, hands, or any other parts of the body is not permitted.

~~The dress and grooming policy applies to all school activities.~~ The staff and administration believe that good grooming, cleanliness and neatness are important for a good learning environment. Those who wear clothes that do not conform to the guidelines will not return to class until proper attire is attained and discipline may be assigned as deemed appropriate by administration.

DRUGS AND ALCOHOL

1. Illegal and illicit drugs and alcohol
    a. Use of illicit drugs and unlawful possession and use of alcohol is wrong and harmful. A drug detection dog is used randomly on campus. Students are prohibited from using, being under the influence of, possessing, furnishing, distributing, selling, conspiring to sell or possess or being in the chain of sale or distribution of alcoholic beverages, non-intoxication alcoholic beverages (as defined by Oklahoma law, i.e., 3.2 beer), illegal or illicit drugs (any amount), or other synthetic products used as mood-altering substances at school, while on school vehicles or at any school-sponsored event. "Illicit drugs" include steroids and prescription and over-the-counter medications being used for an abusive purpose, i.e., when they are not used in compliance with the prescription or directions for use and are not being used to treat a current health condition of the student. "Mood-altering substances" include paint, glue, aerosol sprays, and similar substances. Violation of this rule will result in imposition of disciplinary measures, which may include suspension for the remainder of the current semester and the following semester. The length of a student suspension for violation of this rule may be shortened in some cases at the discretion of the building principal provided that:
        i. The suspended student completes the school drug and alcohol education program counseling and
        ii. The student is in good academic standing

    b. Student violation of this rule which also constitutes illegal conduct will be reported to law enforcement authorities. Drug testing policies and procedures are available in the nurse's office or online at the school's website.
2. Distribution of Information
    a. Information for students and their parents about drug and alcohol counseling and rehabilitation and reentry programs in this geographic area is available from the principal at each student's school.
    b. Copies of these rules shall be provided to all students and their parents at the beginning of each school year.

EARLY DISMISSAL

If it is necessary for a student to leave school before the end of the day, a verified parent/guardian must come into the office and sign the student out and the student must sign back in upon returning to school. Any student leaving campus without checking out through the office will be considered truant.

If a student should need an early dismissal with someone other than a parent/guardian, a parent/guardian must call the office, identify the person and give permission for them to pick up the student. In order to maintain student safety, notes cannot be accepted for early dismissals. Early dismissals do NOT include lunch dismissals. Students checking out for lunch may only be signed out by those that are previously identified on InfoSnap. **Notes or calls will not be accepted for lunch dismissals**.

EMERGENCY PROCEDURES

FIRE DRILL PROCEDURES

- Each building is equipped with its own fire alarm signal and procedure.
- Students will know and use the proper exit from anywhere in the school building.
- Students will evacuate the building upon direction.
- Teachers will check rolls once clear of danger.
- Fire Drills are practiced on a regular basis.

TORNADO DRILL PROCEDURES

- Each building is equipped with its own tornado alarm signal and procedure.
- Students will 'duck and cover' in areas designated by the building principal.
- Tornado Drills are practiced on a regular basis.

SECURITY DRILLS

- Security drills are practiced on a regular basis.
    a. lockdown drills - security threat inside the building
    b. lockout drills - security threat outside the building

In the event of an emergency, parents or guardians are encouraged NOT to initially respond to the school during a crisis. This will allow city and school officials to assess the situation and activate the school's crisis plan. Should there be an emergency (national, local or school), **parents are asked to:**

- Cooperate with safety and school officials.
- Wait for notification of how and when to respond. This notification will come via the Owasso Public School's communication tools and local media. ***It is imperative that you refrain from using cell phones to contact your student as the overload will impair emergency personnel from performing their duties.***

EXTRACURRICULAR ACTIVITIES, CLUBS AND ORGANIZATIONS

Clubs and other organizations are offered on a voluntary basis. Wholehearted participation in these activities is encouraged. **In order to attend practice or participate in an extracurricular activity, a student must be in attendance three hours on the day of the activity. Failure to be in attendance will result in the student being withheld from the activity.** Students participating in school activities are subject to eligibility rules. **A student who is ineligible shall not be allowed to miss school or be approved to participate in any school activity, during the school day or after the school day.** Academics come first; passing grades take priority. In the instance where the school activity is a part of a

performance-based class where participation in the activity is required for a grade, an alternative assignment may be used as a substitute for the missed school activity. Academic eligibility will be monitored on a weekly basis per Oklahoma Secondary School Activities Association guidelines. All students participating in Oklahoma Secondary Schools Athletic Association (OSSAA) sanctioned activities are subject to all residency requirements. For complete details of these requirements and guidelines, go to: www.ossaa.com. All clubs are required to maintain a charter or constitution and to function in accordance with its guidelines. A student appealing a teacher's/sponsor's/coach's decision cannot participate in extracurricular activities until the appeal process has been completed. All students involved in competitive extracurricular activities will be subject to random drug testing. Parents must submit a signed consent form **before** participation. Students are not allowed to participate until the signed consent form is submitted. A list of organizations is provided on the OPS website.

FERPA

The Board of Education intends to comply with the Family Educational Rights and Privacy Act (FERPA). Questions regarding the district policy and FERPA may be directed to the principal at the school site or the Owasso Public School Education Service Center at 1501 N. Ash, 918-272-5367. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on student Records. POLICY 5.28

GUIDANCE AND COUNSELING PROGRAM

Our school counseling offices are available to support students in the areas of academic, career, social and personal issues. Students should sign up in the counseling office to see a counselor. The counselor will send for the student during the day as soon as possible. Crisis situations will be addressed immediately. Students, parents and teachers are encouraged to refer individual students to the counseling staff when they have a concern about the well-being of a particular student. Referrals for outside resources are made on an informal basis and are optional for students or parents. Small group counseling is utilized to address academic issues within the classroom. Mediation is available to students who are experiencing conflict with another student that has not reached a level requiring disciplinary action. Referrals to local counseling resources are available.

GRADING PRACTICE

- Our schools want to have strong communication with parents about their child's academic progress. We take that responsibility seriously.
- Parents have a right to be updated about their child's academic progress and Owasso Public Schools has provided various tools for that purpose.
- The electronic grade book is available to parents on-line, 24 hours a day, to accommodate a variety of schedules.
    - A parent will be able to see individual grades for each assignment as well as their child's average in each subject.
    - We encourage our teachers to take two grades a week in each subject but shorter weeks, holidays, or special projects may affect that expectation.
    - If there are challenges in accessing grades on-line, the office staff at their child's school is more than willing to help parents.

- Regular academic progress will be up to date on PowerSchool and shared with the parents on the following schedule:
    - Report of Progress (End of 1st Nine Weeks)
    - Report Card (End of 1st Semester)
    - Report of Progress (End of 3rd Nine Weeks)
    - Report Card (End of 2nd Semester)
- Classroom teachers will utilize parent conferences to visit face-to-face with parents to discuss their child's progress.
- Should communication about grades be needed by either the parent or the teacher, that can happen at any time during the school year.
- Teachers will respond as quickly as possible to parents, but the first priority is always serving the children in the classroom. Therefore, it may be the next day before a grading question is answered. A child's academic success is a team effort between home and school. We're serving students together!

GRADUATION REQUIREMENTS

A total of twenty-three units of credit must be earned during the four years of high school. The specific requirements for graduation are listed in the secondary course guide. The secondary course guide also provides information for students and families regarding which courses count for high school credit. High school credits are earned on a semester basis. A student receives .5 unit of credit for each semester that he/she receives a passing grade in a given subject for high school credit. See Course Guide

HEALTH SERVICES

The Health Services Department serves our students and schools in a variety of areas. Please see the health services page on our district website for specific information regarding:

- COVID
- Flu
- Immunizations
- Lice
- Meningitis
- MRSA
- Pink Eye

MEDICATION

Except for provisions allowed in the district Medication Administration Policy, **students may not retain possession of or self-administer any medication.** Student's requiring medication at school must report to the School Nurse for appropriate paperwork and storage of medication. **Narcotic medication will not be stored or administered at school by school personnel.** The Medication Administration Policy is available in the Nurse's office and on the school website. **Violation of this policy may result in discipline, including out of school suspension.** POLICY 5.01

MENINGITIS INFORMATION

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called Neisseria meningitis. The disease causes either meningitis, severe swelling of the brain and spinal cord or meningococcemia, a serious infection of the blood.

Vaccines can prevent many types of meningococcal disease, but not all types. This vaccine is not required to attend kindergarten through the 12th grade in Oklahoma. However, it is required for students who are enrolling in colleges and other schools after high school who will live in dormitories or on-campus student housing. For more information, contact your healthcare provider, local county health department or visit the National Meningitis Association website at www.nmaus.org. Please refer to the following Owasso Public School website link for more information about Meningitis. OPS Health Services/Meningitis

OPEN TRANSFERS

A request for a transfer into this district initiated by or on behalf of a nonresident student will be approved or denied in accordance with district policy. Priority for space and resources is assigned to resident students and the children of Owasso Public Schools staff. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on open transfers. POLICY 5.20

PARENT BILL OF RIGHTS

Owasso Public Schools are in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent.
25 O.S. Section 2001

Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Parents Bill of Rights POLICY 1.69

PROHIBITION OF RACE AND SEX DISCRIMINATION

The Board of Education hereby directs that neither the district, nor any employee of the district, shall teach or include in a course for students or employees the discriminatory principles outlined in policy 5.58. The district hereby designates the Assistant Superintendent of Teaching and Learning, as the employee responsible for receiving complaints. Complaints may be submitted online through the district website. Upon receipt of a complaint, the complainant shall receive notification from the designated employee that the complaint has been received and whether it will be investigated within ten (10) days of receipt. POLICY 5.58

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes and certain physical exams. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Protection of Pupil Rights Amendment. POLICY 1.38

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue,
SW Washington, D.C. 20202-5920
1-800-872-5327

RESIDENCY

Oklahoma law provides a definition of "residence" for children attending school at 70 O.S. Section 1-113. If a child is between the ages of five and twenty-one, they are entitled to attend school free of charge in the district of residence. State law provides that a child's residence for school purposes is the school district in which the (1) parents, (2) guardian or (3) person having legal custody of the child holds legal residence. Children may also establish residency if their attorney-in-fact is a resident of the district. Owasso Public Schools does not permit students to establish residency based on the affidavit of a person who has assumed permanent care and custody of the child under Okla. Stat. tit. 70 O.S. Section 1-113.

Please refer to the following Owasso Public Schools Board of Education Policy link for more information on residency POLICY 5.23

SCHEDULE CHANGES

Schedule changes will only be made for the following school board approved reasons:

- To balance the size of classes
- Student is enrolled in a course incorrectly or if prerequisite courses have not been taken.
- Medical conditions warrant a change.
- A schedule change for any reason, other than the above, requires approval from an administrator.

SEARCH AND SEIZURE

The superintendent, principal, teacher, or security personnel of Owasso Public Schools, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable. Students have no reasonable expectation of privacy rights in the contents of school lockers, desks, and other school property. Students who drive a vehicle onto school property do so as a privilege afforded them by the School District and not as a right.

Accordingly, any student who drives a vehicle of any kind to school and parks that vehicle on school property is deemed to authorize a search of the vehicle by the superintendent, principal, teacher, or security personnel at any time and for any reason deemed appropriate by the school principal or the Superintendent of Schools. Any student who refuses to peaceably submit his/her vehicle to a search when requested to do so may be suspended out of school for such refusal. Please refer to the following

Owasso Public Schools Board of Education Policy link for more information on search and seizures. Oklahoma HB 1634 (2023) allows for the search of shoes and hand and head coverings. POLICY 5.19, 5.29

SEXUAL HARASSMENT

All students, employees, and Board members are strictly prohibited from engaging in any form of sexual harassment of any student, employee, and applicant for employment, vendor representative, or patron of the School District. In the case of a student of the School District, "sexual harassment" is defined as unwelcome sexual advances, requests for sexual favors, and other unwelcome verbal or physical conduct of a sexual nature by any person towards a student. Any student engaging in sexual harassment is subject to any and all disciplinary action which may be imposed under the School District's Student Discipline Policy. Any employee or student who is or has been subjected to sexual harassment or knows of any student or employee who is or has been subjected to sexual harassment shall immediately report all such incidents to either the superintendent, assistant superintendent, principal, assistant principal, or any Board member of the School District. If a report of an incident needs to be made after normal school hours, the above-listed individuals may be contacted at home. It is preferred that all such reports be made in person or in writing signed by the reporting party. However, in order to encourage full, complete, and immediate reporting of such prohibited activities, any person may report such incidents in writing and anonymously by mailing such reports to the personal attention of any of the above-designated persons. All such reports should state the name of the alleged harassing student, employee, or Board member, the person(s) being harassed, the nature, contacts and extent of the prohibited activity, the dates of the prohibited activity, and any other information necessary to a full report and investigation of the matter. The School District will investigate all reports.

STUDENT DISCIPLINE POLICY

One of the most important phases of a person's educational development is that of learning proper behavior, cooperation, respect, and self-discipline. Without these characteristics, it is difficult for a person to maintain the proper attitude to develop intellectually. It is the school's responsibility as a part of the total educational process to assist the student in the development of self-discipline.

The following discipline methods may be assigned by the principal or assistant principal for a student that engages in any of the behaviors listed under the Discipline Code section while at school, while on school vehicles, or going to or from or attending school events:

1. **Counseling**- May involve the classroom teacher, counselor, or administrator.
2. **Removal from class (non-appealable)** – Students will be allowed to come to school, but will be isolated from certain class periods.
3. **Detention (non-appealable)** – Students will be required to study, complete assignments, or do other school work during detention.
4. **School Service (non-appealable)**- School service may be used in lieu of other normally assigned disciplinary actions. Service opportunities may include, but are not limited to cleaning cafeteria tables, grounds beautification, general cleaning, etc.
5. **Alternative In-School Placement (non-appealable)**- Students will be allowed to come to school, but will be isolated or restricted from the main flow of daily routine. School administrators will decide how many days of in-school placement a student serves based on the severity of the

offense. In school placement stays will be communicated to the parent or guardian by the school administrator.

6. **Out of School Suspension (appealable)-**Students may be suspended out of school as a result of a major offense, multiple offenses, or repeated offenses. Length of short-term suspensions may include 1-10 school days. Length of long-term suspensions will be 11 days or more, up to or including one calendar year for long-term based on the level of offense(s).
7. **Change of Placement (~~non-~~appealable) –** Students may receive a change of placement to an alternative educational setting in lieu of an out-of-school suspension lasting more than 10 days or up to one calendar year for long-term based on the level of offense(s).

DISCIPLINE CODE

The principal or assistant principal shall have the authority to assign any of the above disciplinary options to any student who engages in the following behavior at school, on school grounds, while on school vehicles, or going to or from, or attending school events:

1. Arson
2. Altering or attempting to alter another individual's food or beverage
3. Assault (whether physical or verbal) and/or battery
4. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by making, transmitting, causing, allowing to be transmitted, broadcasting, publishing, distributing, causing, or allowing to be broadcast, published or distributed, any message, material, telephonic, computerized or electronic message.
5. Cheating
6. Conduct that threatens or jeopardizes the safety of others
7. Cutting class or sleeping, eating or refusing to work in class
8. Disruption of the educational process or operation of the school
9. Extortion
10. Failure to attend assigned detention, alternative school or other disciplinary assignment without approval
11. Failure to comply with state immunization records
12. False reports or false calls
13. Fighting
14. Forgery, fraud, or embezzlement
15. Gambling
16. Gang related activity or action
17. Harassment, intimidation, or bullying, including gestures, written or verbal expression, electronic communication or physical acts
18. Hazing (whether involving initiations or not) in connection with any school activity, regardless of location
19. Immorality
20. Inappropriate attire, including violation of dress code
21. Inappropriate behavior or gestures
22. Indecent exposure

23. Intimidation or harassment because, of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information, including but not limited to: (a) assault and battery; (b) damage, destruction, vandalism or defacing any real or personal property; or threatening, by word or act, the acts identified in (a) or (b)
24. Obscene language
25. Physical or verbal abuse
26. Plagiarism
27. Possession or distribution of a caustic substance
28. Possessing, distributing or viewing obscene materials, including electronic possession, distribution or viewing (sexting)
29. Possession, without prior authorization, of a wireless telecommunication device
30. Possession, threat or use of a dangerous weapon, replica weapons, toy guns/facsimile and related instrumentalities (i.e., bullets, shells, gun powder, pellets, etc.)
31. Possession, use, manufacture, distribution, sale, purchase, conspiracy to sell, distribute or possess or being in the chain of sale or distribution, or being under the influence of (a) alcoholic beverages, low-point beer (as defined by Oklahoma law, i.e., 3.2 beer), (b) any mind altering substance, except for medications taken for legitimate medical purposes pursuant to district policy, including but not limited to prescription medications for which the individual does not have a prescription, or medications used outside their intended, therapeutic purpose, (c) paint, glue, aerosol sprays, salts, incense and other substances which may be used as an intoxicating substance, or (d) any substance believed or represented to be a prohibited substance, regardless of its actual content.
32. Possession of illegal and/or drug related paraphernalia
33. Possession or claimed possession of prescription and/or non-prescription medicine while at school and school related functions without prior district approval
34. Profanity
35. Purchasing, selling and/or attempting to purchase or sell prescription and nonprescription medicine while at school and school related functions.
36. Sexual or other harassment of individuals including, but not limited to, students, school employees, patrons.
37. Theft
38. Threatening behavior, including but not limited to gestures, written, verbal, or physical acts, or electronic communications
39. Truancy
40. Use, possession, distribution or selling tobacco or tobacco related products in any form, including but not limited to cigarettes, cigars, loose tobacco, rolling papers, chewing tobacco, snuff, matches, lighters, e-cigarettes, personal vaporizers, electronic nicotine delivery systems, and any cartridge, container or product designed to be used in conjunction with these delivery systems, regardless of the nicotine content of the product.
41. 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
42. Using racial, religious, ethnic, sexual, gender or disability-related epithets
43. Vandalism
44. Violation of board of education policies, rules or regulations or violation of school rules and regulations including, but not limited to, disrespect, lingering in restrooms, running in halls,

bringing unauthorized items to school, inappropriate or unauthorized use of cellular phones or other electronic media, name calling, destroying or defacing school property

45. Vulgarity
46. Willful damage to school property
47. 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 and immediate negative effect on the discipline or educational process or effectiveness of the school, will also result in disciplinary action. Examples of immediate negative effects include, but are not limited to, electronic communication, negative reaction by the victim, overt face to face confrontations at school or school events, etc. Students found in violation of any of the above may receive disciplinary action. Any student who is determined to have brought a firearm on school grounds under the jurisdiction of the School District shall be suspended out of school for a period of not less than one calendar year. **Participation in the school's extracurricular activities is a privilege, not a right**. When a student's behavior results in an out-of-school suspension, Change of Placement (COP), or In-School Placement (ISP), the student immediately (notwithstanding the filing of an appeal) forfeits the privilege of participating in all extracurricular activities of the school. In addition, when the principal determines to impose alternative in-school placement or other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the student's offense.

DUE PROCESS AND STUDENT SUSPENSIONS

Alternative in-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve due process procedures.

Suspension and Change of Placement Terms

All suspensions and changes of placement will have a definite start and end date. The term may be reduced if a student performs a specified remedial act if those conditions are agreed to at the time of the suspension or change of placement. Term lengths will be as consistent as possible between students considering the nature of the conduct and the previous disciplinary history of the student.

Long-term suspensions and changes of placement are those in excess of ten (10) school days. Suspensions and changes of placement will not extend beyond the current school semester and succeeding semester, except in the case of possession of a firearm, in which case a suspension shall be for a period of not less than one (1) calendar year. Suspensions involving firearms are governed by the school district's Gun-Free Schools Student Suspension policy.

Short-term suspensions are those suspensions of ten (10) or fewer school days.

Short-Term Suspension Appeals (10 or fewer days)

A parent or student may appeal the suspension decision to a site committee. The principal shall inform the parent/student of the right to appeal the suspension and the method for appealing. An appeal must be presented, electronically or in writing, to the principal within three (3) days(excluding days when school is not in session) after the parent/student receives the principal's decision. If the principal does not receive a written appeal within three (3) days (excluding days when school is not in session) of the decision, the principal's suspension decision is final. The principal shall assemble a committee within three (3) days (excluding days when school is not in session) of receiving the parents request to appeal and that committee shall consist of the following members.

- A principal or assistant principal from a different school.
- A teacher of the student's choice.
- A teacher from the same site who has not had the student in class.

During the time of the appeal the student will be placed in In-House Suspension and the days spent in In-House Suspension will not count towards days of suspension.

Long-Term Suspension or Change of Placement Appeals

Site Level - 1st Level of Appeal

A parent or student may appeal the suspension or change of placement decision to a site committee. The principal shall inform the parent/student of the right to appeal the suspension or change of placement and the method for appealing.

An appeal must be presented, electronically or in writing, to the principal within five (5) days (excluding days when school is not in session) after the parent/student receives the principal's decision. If the principal does not receive a written appeal within three (3) days (excluding days when school is not in session) of the decision, the principal's decision is final. The principal shall assemble a committee within five (5) days (excluding days when school is not in session)of receiving the parents request to appeal and that committee shall consist of the following members.

- A principal or assistant principal from a different school.
- A teacher of the student's choice.
- A teacher from the same site who has not had the student in class.

During the time of the appeal, the student will be placed in In-House Suspension and the days spent in In House Suspension will not count towards days of suspension or change of placement.

District Level - 2nd Level of Appeal

In the event the complainant does not accept the decision of the review committee, he/she may appeal to the Assistant Superintendent of Teaching and Learning, who will assemble a 5 person committee of district level administrators.. The request to appeal must be received by the Assistant Superintendent of Teaching and Learning within 5 days (excluding days when school is not in session) after the parent receives the decision from the site-level committee. If the request is not received within this time-frame, the site-level committee decision is final. In the event the complainant does not accept the decision of the Assistant Superintendent of Teaching and Learning, he/she may appeal to the Owasso Board of Education, within 5 days (excluding days when school is not in session) of receiving the decision from the assistant superintendent.

Board of Education or Designated Hearing Officer - 3rd Level of Appeal

An appeal must be presented, electronically or in writing, to the superintendent within five (5) days (excluding days when school is not in session) days after the parent/student receives the assistant superintendent's decision. If the superintendent does not receive a written appeal within five (5) days (excluding days when school is not in session) of the assistant superintendent's decision, the assistant superintendent's decision is final. If the board receives a timely written appeal request, the board or an appointed hearing officer, will hear the appeal as soon as possible. This decision is final and non-appealable.

Board Hearing Procedures

The parent/student will be notified in writing of the date, time and place of the hearing and will have the right to choose an "open" or "closed" hearing. Reasonable efforts will be made to accommodate the work schedule of parents. The following procedures will be followed:

1. The board president or the appointed hearing officer should:

    a. Announce that the next agenda item is a suspension or change of placement review hearing.

    b. Ask whether the parent/student wants the hearing to be open to the public or in executive session. The offer of an open hearing and the response is to be made a part of the minutes of the meeting. If the parent/student requests a closed hearing, a motion to go into executive session per their request should be made and voted on.

2. The board president or hearing officer should advise the parent/student:

    a. That they are entitled to legal counsel, if they desire it.
    b. That the administration will present its witnesses first and that after each witness the parents or their legal counsel will be given an opportunity to cross-examine.
    c. That the parent/student will be given an opportunity to call any relevant witnesses and present any relevant evidence, subject to cross-examination by the administration's legal

counsel.

d. That the board or its hearing officer will consider the evidence and documents and reach a decision that will be recorded by vote in open session.

e. That the parent/student may ask any questions about the procedure.

3. Administration may call witnesses and present documents subject to cross-examination.

4. Parent/student may call any witnesses and present documents subject to cross-examination.

5. After each witness is presented board members or the hearing officer may ask the witness questions.

6. Parent/student's closing statement.

7. Administration's closing statement.

8. Deliberate in private. (If the hearing is not in executive session, the board or its hearing officer may deliberate in executive session only with permission of the parent/student.)

9. Return to open session and vote. After adopting a motion making certain findings of fact the board must make a motion to:

a. affirm the suspension;

b. modify the suspension or change of placement (increase or decrease severity of the suspension or change of placement)

c. revoke the suspension or change of placement. If the hearing is before a hearing officer, no motions will be required as a part of the hearing process; otherwise, the hearing officer will have the same obligations as the board when rendering a decision.

Attendance at School Pending Appeal Hearing

Pending an appeal of the student suspension or change of placement, the student will have the right to attend school under such "in-house" restrictions as the principal deems proper, except that at the discretion of the principal, the student may be prohibited from attending school pending any appeal hearing if in the judgment of the principal the student's continued presence in the building will constitute an immediate danger to the health or safety of students, school employees, school property, or would be a substantial disruption of the educational process. The days in "in-house" will not count toward the days of out of school suspension.

~~SHORT TERM OUT OF SCHOOL SUSPENSIONS (10 or fewer school days)~~

~~A short-term out-of-school suspension may be appealed to a committee composed of administrators and/or teachers. An appeal to a committee can be requested by letter to the school principal, which must be received within five (5) calendar days after the principal's out-of-school suspension decision is received by the student or his/her parent. The out-of-school suspension decision will become final and~~

~~non-appealable if a request is not timely submitted. The decision of the committee shall be final and non-appealable.~~
~~LONG TERM OUT OF SCHOOL SUSPENSIONS (In excess of 10 School Days)~~

~~Method of Appeal to the Superintendent of Schools or his/her Designee: An appeal can be presented by letter to the Superintendent. If no appeal is received within (5) calendar days after the principal's decision is received by the parent or student, the principal's out-of-school suspension decision will be final and non-appealable. The Superintendent or his/her designee should hold a conference with the parent or guardian as soon as possible after receipt of the appeal. The conference will be held during regular school hours, Monday through Friday, with consideration given to the hours of working parents whenever possible. At the conference, the Superintendent or his/her designee will read the policy, rule, or regulation the student is charged with having violated and will briefly outline the conduct on the part of the student. The parent should be asked by the Superintendent or his/her designee if he/she understands the rule and the charges against the student. At the conclusion of the conference, the Superintendent or his/her designee will state whether he/she will uphold, terminate or modify the out-of-school suspension. In all cases the parent will be advised of his/her right to have the suspension reviewed by the Board of Education.~~

~~Method of Appeal to the Board of Education: An appeal can be requested by letter to the Assistant Superintendent of Schools or the Clerk of the Board of Education. If no appeal is received within five (5) days after the decision of the Superintendent or his/her designee is received by the parent or student, the decision of the Superintendent or his/her designee will be final and non-appealable. The Board will hear the appeal as soon as possible. The Board's decision is final and non-appealable. The parent and student will be notified in writing of the date, time, and place of the hearing. The parent and student will have the right to an "open" or "closed" hearing, at their option. Reasonable efforts will be made to accommodate the work schedule of parents.~~ Please refer to the following Owasso Public Schools Board of Education Policy links for more information on Student suspension and appeals process. POLICY 5.26, 5.57

STUDENT INTERNET USAGE AGREEMENT

As a part of the resources available to students, the district provides internet access at each school site. The district intends for this resource to be used for educational purposes and not to be used for conduct which is harmful. Any individual using district resources to engage in electronic or digital communications has no expectation of privacy. Furthermore, students must be cognizant of the fact that electronic or digital communications which occur on private equipment are often permanently available and may be available to school administrators. It is presumed users will comply with district standards and will honor the district's policies, rules and regulations. Regarding school internet and computer, electronic, or digital usage, the following are not permitted.

- Displaying or sharing offensive messages, pictures, or site addresses
- Damaging computers, computer systems, computer networks or computer services
- Violating copyright laws
- Downloading, uploading, or distributing software
- Using obscene language
- Harassing, attacking or insulting others
- Cyberbullying

For more information please see the Owasso Public School Student Technology Use Agreement.
Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Electronic and Digital communication. POLICY 1.76

TARDIES

Being on time to class each hour is required.

- Four minutes are allowed for changing classes. Under normal conditions, this is enough time to get from one class to another. Students should be in their respective classroom and in their seat when the tardy bell rings. Disciplinary action will be taken for unexcused tardiness.
- Any student not in their seat at the tardy bell will be considered tardy. First hour tardy students will be directed to the office for an admit pass.
- Students arriving to school after 8:00 a.m. will be considered tardy. Students arriving after 8:10 a.m. will be counted as absent for 1st period.
- All tardies to school, including those excused by a parent/guardian, will count towards the semester limit of five. Those tardies that are accompanied with a doctor's note will be the exception.

TARDIES TO SCHOOL:

FIRST HOUR TARDIES

- 1 – 4 Tardies per semester: Tardy recorded and staff will encourage timely attendance
- 5 – 8 Tardies per semester: Detention or other consequences may be assigned for each tardy to school. Parents will be notified with each consequence
- After 9th Tardy in the Semester: Parents will be contacted to attend a parent conference and other consequences and/or counseling services may be assigned

SECOND-SIXTH HOUR TARDIES

- 1 - 4 Tardies per semesters: Teacher assigned consequences
- 5 - 8 Tardies: Detention or other consequences
- 9 + Tardies: Detention, parent conference, counseling, or other measures

TELEPHONE

Students may receive phone calls in the main office, during class, only for an emergency. Parents are asked NOT to call students at school unless it is absolutely necessary. If it is necessary, the office staff will take a message and see that it is delivered in a timely manner. Students may only use the office phone for the following reasons:

- Emergency situations
- To return a parent/guardian call
- Need lunch or lunch money
- In violation of dress code
- Need transportation
- School activity canceled/time change

* Students are expected to make their plans prior to coming to school

TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS

Students are responsible for the textbooks and chromebooks issued to them**.** Each student will be expected to pay for any textbooks or chromebooks lost or damaged. The fee for damages varies depending upon the severity of damage. Lost or damaged textbooks, library books, and chromebooks will be assessed at replacement value. Parents will be notified by school staff when materials are lost or damage occurs that results in an expense to parents.

The Student Technology Insurance Program has been established to provide parents the opportunity to purchase insurance for 1:1 student technology devices. The insurance program is voluntary, but families are highly encouraged to participate.

TOBACCO POLICY

Students are not allowed to use tobacco or be in possession of tobacco in school buildings, school vehicles, including buses, or on the school campus. Possession of tobacco will be defined as any form of tobacco being on a student's person or in his/her purse, locker, gym bag, or vehicle. Electronic cigarettes and/or vaping products are not allowed. Violation of this policy will result in disciplinary action.

TRANSPORTATION

BICYCLES

The parent should consider the following recommendations:

1. The bicycle should be in good repair and meet all safety standards.
2. The rider should know and observe all traffic laws.
3. Bicycles are to be parked at the bicycle rack upon arriving at school and not ridden again until school is dismissed.
4. The school will not be held responsible for stolen bikes. **We strongly recommend padlocks.**
5. Students are to walk their bicycles at all times while on school grounds.

BUSES

Transportation in district-owned buses is furnished to students who reside one and one-half miles or more from the school. All buses used by the Owasso Schools meet the requirements of the State Board of Education and operate in compliance with their regulations. All students are expected to regard the bus as a classroom and conduct themselves appropriately. Safety is stressed at all times.

The driver of the bus is a school official and has the same authority as a classroom teacher over the students in his/her care. After a student gets on the bus, he/she is under the supervision of the bus driver and is expected to help him maintain discipline in order to prevent serious accidents. The driver has authority and is expected to look after the welfare of all students under his/her care. Any student may be removed from the bus that persists in disobeying regulations. After getting on the bus, no student is to depart from the bus until it reaches school in the morning or arrives at the designated place for him/her to leave the bus in the evening, except by special permission from the driver. **A note signed and dated by the parents and a building administrator would be necessary for permission to be given for the student to ride a different bus than normal.**

RULES FOR BUS RIDERS

1. Bring a note signed by your parent if you are to do anything other than ride your usual bus. The note is due the day of the change**. An unexpected change in afternoon plans must be called in before 1:45 p.m.**
2. Use a safe route in walking to and from the bus stop. Walk facing traffic, if at all possible.
3. Be on time at school bus stops. Avoid running to catch the bus or having the bus wait for you.
4. Always use the handrail when getting on or off the school bus.
5. Be seated immediately.
6. Keep the aisle clear.
7. Keep all parts of your body inside the bus at all times.
8. Do not throw things out of the school bus windows.
9. Do not eat or drink while on the school bus.
10. Do not be loud or boisterous.
11. Absolutely no distracting behavior is allowed on the school bus.
12. Complete silence at railroad crossings is needed.
13. When unloading to cross the street, always walk to the front of the bus and wait for the driver to motion you across the street.
14. Do not walk behind the school bus when it is loading and unloading.
15. Do not open or close the school bus doors.

WALKERS AND CAR RIDERS

1. Walkers and car riders should NOT arrive before 7:10 a.m.
2. Parents of walkers should advise their children not to accept rides from strangers.
3. It is best if students who are walking to school have a definite route, agreed upon by parents, and children to follow to and from school. Students should use the designated crosswalk and obey the directives of the crossing guard.
4. Parents should not leave their children at a school outside of school hours.
5. After school, all ~~walkers~~ students must go home and stay away from all school campuses. They cannot meet and or visit at other school sites, unless attending an authorized school activity.

TRUANCY

A truancy occurs when a student is absent without parents' knowledge or approval, or a student is not in his/her assigned area during the designated time. The policy for truancy is as follows:

1. First Offense: A student who is truant one, two, or three hours will receive two hours of detention for every hour or partial hour missed. A student truant more than three hours will receive alternative in-school placement.
2. Repeat Offenses: Alternative in-school placement or additional consequences

VALUABLE PROPERTY

We encourage students to leave valuable items at home. If a student chooses to bring a valuable item(s) to school, the student does so at his/her own risk.

VISITORS

All visitors must sign in and out in the main office, provide identification, and are required to use our school identification process. All visitors must wear a visible visitor's badge/sticker. Student visitors are not permitted on campus. A parent needing to see his/her child during the school day should report to the main office. Should anyone other than a parent request to see a student, the parent will be notified in order to grant permission. Visitors can be asked to leave by administrators at any time. Visitation privileges can and will be revoked if deemed necessary by administrators and SRO's. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on visitors. POLICY, 1.44

WITHDRAWAL FROM SCHOOL

Parents who wish to withdraw their children must follow these steps:

- Parents should notify the office prior to the student's last day.
- Parents should complete all necessary paperwork to document the withdrawal.
- Fines must be paid and school property returned.
- In case of extenuating circumstances and the student is unable to follow this procedure, please contact the school administration.
- Grades and records will be sent to the student's new school, upon their request.

Approved by Board the Board of Education on 7/17/23

Owasso High School Handbook

2023~~3~~4-2024~~4~~5

East Campus (Grades 11-12)	12901 E 86th Street N, Owasso, OK 74055	918-272-5334
West Campus (Grades 9-10)	8800 North 129th East Avenue, Owasso, OK 74055	918-274-3000

This handbook contains helpful information, guidelines, and procedures that correspond with state law and the Owasso School Board Policies.

SCHOOL DISTRICT MISSION STATEMENT

Our mission is to provide a safe environment that equips, educates, and empowers students on their journey toward outstanding character and success.

Table of Contents

ARRIVAL AT SCHOOL **4**

ATTENDANCE MATTERS **4**
ATTENDANCE PROCEDURES/POLICY 4
ATTENDANCE NOTIFICATION 5
ATTENDANCE INCENTIVE – SEMESTER TEST EXEMPTIONS 5
BULLYING **6**
CAFETERIA **6**
BREAKFAST/LUNCH 6
LUNCH PAYMENTS/CHARGES 6
MY SCHOOL BUCKS 7
CANCELLATIONS **7**
CARE OF SCHOOL PROPERTY **7**
CELL-PHONES/TELECOMMUNICATION DEVICES **7**
CLOSED CAMPUS POLICY **8**
CONCURRENT ENROLLMENT
DELIVERIES **8**
DIRECTORY INFORMATION **8**
DRESS AND GROOMING POLICIES **9**
DRUGS AND ALCOHOL **9**
EMERGENCY PROCEDURES **10**
FIRE DRILL PROCEDURES 10
TORNADO DRILL PROCEDURES 10
SECURITY DRILLS 10
EXTRACURRICULAR ACTIVITIES, CLUBS AND ORGANIZATIONS **10**
FERPA **11**
GRADE CLASSIFICATION REQUIREMENTS **11**
GRADUATION REQUIREMENTS **11**
GUIDANCE AND COUNSELING PROGRAM **11**
HEALTH SERVICES **12**
MEDICATION 12
MENINGITIS INFORMATION 12
LIBRARY MEDIA CENTER **12**
MAKE-UP WORK **13**
MOTOR VEHICLE REGISTRATION FEES **13**
MOTOR VEHICLE REGULATIONS AND PENALTIES **14**
OPEN TRANSFERS **14**
PARENT BILL OF RIGHTS **14**
PROTECTION OF PUPIL RIGHTS (PPRA) **14**
RESIDENCY **15**
SCHEDULE CHANGES **15**
SEARCH AND SEIZURE **15**
SEXUAL HARASSMENT **16**
STUDENT DISCIPLINE POLICY **16**
DUE PROCESS AND STUDENT SUSPENSIONS 19
SHORT-TERM OUT-OF-SCHOOL SUSPENSIONS 19
LONG-TERM OUT-OF-SCHOOL SUSPENSIONS 19
STUDENT IDENTIFICATION **20**
STUDENT INTERNET USAGE AGREEMENT **20**
TARDIES **21**
TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS **21**

TOBACCO POLICY **21**
TRANSPORTATION **21**
BICYCLES 21
BUSES 21
RULES FOR BUS RIDERS 22
WALKERS AND CAR RIDERS 22
TRUANCY **22**
VISITORS **23**
WITHDRAWALS **23**

NONDISCRIMINATION

There will be no discrimination in the district because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and employment. The district also provides equal access to the Boy Scouts of America and other designated youth groups. The following people have been designated to handle inquiries regarding the district's non- discrimination policies * Section 504/Title II of the Americans with Disabilities Act Coordinator (for questions or complaints based on disability) * Director of Special Services Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-8021 * Title VI of the Civil Rights Act Coordinator (for questions or complaints based on race, color and national origin) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Title IX Coordinator (for questions or complaints based on sex, pregnancy, gender, gender expression or identity)

Athletic Director Owasso Public Schools 12901 E. 86th St. N., Owasso, OK 74055 918-272-1867 * Age Act Coordinator (for questions or complaints based on age) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Any individual, who has experienced some other form of discrimination, including discrimination not listed above, may contact: * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Outside Assistance may be obtained from: * U.S. Department of Education Office for Civil Rights One Petticoat Lane 1010 Walnut Street, Suite 320 Kansas City, MO 64106 (816) 268-0550 (816) 268-0599 (Fax) (877) 521-2172 (TTY) E-mail: OCR.KansasCity@ed.gov

Policy 1.22a

The goal of this handbook is to inform parents and students of school guidelines. In addition, a goal of this handbook and all school rules is to help foster fully capable, independent, young adults. We know that goal requires the support of parents, and we welcome that partnership.

ARRIVAL AT SCHOOL

Students should not arrive at school until after 7:10 a.m. The building will not be open before then. Students should report to specified areas. Classes begin at 8:00 a.m. and end at 2:45 p.m. Once at school, students may not leave campus unless checked out by a parent/guardian.

ATTENDANCE MATTERS

Encouraging regular attendance is one of the most powerful ways you can prepare your child for success in school. When school attendance is a priority, children get better grades, develop healthy life habits, avoid dangerous behaviors and have a better chance of graduating high school. When students are absent for fewer days, their grades and reading skills often improve. Students who attend school regularly also feel more connected to their community, develop important social skills and friendships, and are significantly more likely to graduate from high school, setting them up for a strong future. Regular attendance at school is required by state law and encouraged by the Owasso Public School District. Under school law, parents are responsible for their child's attendance until graduation from high school or the age of 18.

When students are absent just two days per month - even when the absences are excused - it can have a negative impact. This adds up to being absent 18 times during the year, which is considered chronically absent. Over the course of a student's school career, this is equal to 234 days, which is almost 1 ½ years of school missed.

As a parent, you can prepare your child for a lifetime of success by making regular school attendance a priority. By figuring out the reasons for your child's absences, whether they're physical or emotional, and taking advantage of support services, such as free tutoring, student mentoring, and after school activities, we can partner with you to set your child on the path to success. POLICY 5.03

ATTENDANCE PROCEDURES/POLICY

1. Anytime a student is absent from school, please call the proper attendance office each day he/she is absent: **Notes will not be accepted**.
    1. OHS Seniors: 918.272.8092
    2. OHS Juniors: 918.272.8094
    3. OHS Sophomores: 918.274.3031
    4. OHS Freshmen: 918.274.3033
2. The student must report to the attendance office, make contact with a parent to clear the absence, and receive an admit slip to class. ~~These steps must be completed before 3:00 p.m~~. Consequences may be assigned for any uncleared absences. The absence is considered unexcused until a parent~~l~~ or guardian contact~~s is made~~ the attendance office.
3. If an absence is anticipated, please clear the absence ahead of time with the teachers and attendance office. **Parents who will be out of town and unable to contact the attendance office in case their student is absent must contact the attendance office before leaving town and designate the person/persons responsible for clearing their student's absence while they are unavailable.**
4. There are two types of absences: excused and unexcused. School work missed because of an **excused** absence is to be made up by the student. It is the responsibility of the student to check

with the teachers to see what work was missed and when it is due. A student going on a field trip or activity trip must check before the trip with his/her teachers for his/her assignments. The student will receive full credit for the make-up work when it is turned in, on or before the specified time. For excused absence a student will receive a day for every day out. For a school activity, work is due on the due date or immediately upon return. When a student receives a truancy, ~~there is to be no make-up work~~. make-up work may not be provided.

5. In the event of absences occurring due to a chronic or recurring illness, documentation by the student's doctor indicating the nature of the chronic or recurring condition is required, per policy 5.03
6. Anytime a student leaves campus after 8:00 a.m., he/she must check out through the attendance office. If a student leaves campus without checking out, he/she will be considered truant.
7. Anytime a student arrives after 8:00 a.m., he/she must check in with the attendance office. Failure to do this will result in a disciplinary action.
8. Anytime a student arrives for first period after 8:10 a.m., it will be counted as an absence for first hour.
9. Seniors and Juniors may use two days per semester to visit a college or armed service as a school activity. An official letter must be turned into the attendance office the day the student returns to school.
10. A student who does not have a parking permit must be signed out by a parent or guardian.
11. If a student is checked out during 4th hour, lunch is a part of 4th hour, he/she may receive an absence for 4th hour.
12. **The maximum number of days that a student may be absent and still receive credit for the semester is nine.** The maximum includes **BOTH** excused and unexcused absences. It does not include student activities.
13. "A student who is absent from instruction without excuse for ten (10) consecutive days is to be recorded as absent each day. On day eleven (11), the pupil is to be exited from the roll" Okla. Admin. Code § 210:10-1-5. Re-enrollment will be required if the student returns to the district.

ATTENDANCE NOTIFICATION

- As student absences accrue, a notification will be sent to inform parents of the number of absences per class period.
- On the tenth absence in a class, the student will lose credit in that class. A letter will be mailed home stating that the student has lost credit, due to attendance.
- If a student does lose credit, due to attendance, the parents/guardians may submit an appeal to an assistant principal, within 5 days after the last day of the semester. A decision will be made by the attendance appeals committee regarding the outstanding circumstances and determine if credit will be given for any/all classes.

ATTENDANCE INCENTIVE – SEMESTER TEST EXEMPTIONS

Classes for high school credit may require a semester test worth up to, but no more than 15% of the course grade. All students are required to take each of their semester finals in the fall semester. Students may exempt Spring semester finals if they meet the following **FULL** year requirements.

1. 10 absences for the full year and a 85% or above in both semesters of the class

The only type of absence that does not count against exemptions is the Student Activity (SA) and College Visit (CV) absences. Students who are exempt are not required to come to school during the hour of that final.

BULLYING

Bullying is any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed towards a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Owasso Public Schools strives to ensure a safe environment for every student. If you have witnessed or received a report of a bullying situation, please provide information to an administrator, teacher, or counselor so the school and district can take appropriate action. Students may make a report and all information will be confidential. You have the right to submit the report anonymously. Visit the Bullying Prevention page on the OPS website for more guidance, reporting, and resources. ~~Please refer to the Owasso Public Schools Board of Education Policy link for more information on Bullying. POLICY 5.13, 5.45~~

PROHIBITING HARASSMENT, INTIMITDATION AND BULLYING POLICY 5.13

Statement of Legislative Mandate and Purpose

This policy is a result of the legislative mandate and public policy embodied in the School Safety and Bullying Prevention Act, 70 OKLA. STAT. § 24-100.2 et seq. ("Act"). The district intends to comply with the mandates of the Act and expects students to refrain from bullying. Bullying is expressly forbidden and students who bully are subject to disciplinary consequences as outlined in the district's policy on student behavior. Students who bully may also be provided with assistance to end their unacceptable behavior, and targets of bullies may be provided with assistance to overcome the negative effects of bullying.

The Owasso Public Schools' student conduct code prohibits bullying. This regulation further explains the negative effects of that behavior and seeks to promote strategies for prevention.

Definition of Terms

1. Statutory definition of harassment, intimidation, and bullying:

70 O.S. §24-100.3(c) of the School Safety and Bullying Prevention Act defines the term bullying," as including, but not limited to a pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication, directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student that a reasonable person should recognize will:

A. Harm another student;
B. Damage another student's property;
C. Place another student in reasonable fear or harm to the student's property, or

D. Insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of a student.

2. The "Reasonable Person" Standard

In determining what a "reasonable person" should recognize as an act of placing a student in "reasonable" fear or harm, staff will determine "reasonableness" not from only the point of view of a mature adult, but also from the point of view of an immature child of the age of the intended victim along with, but not limited to, consideration of special emotional, physical, or mental needs of the particular child; personality or physical characteristics, or history that might cause the child to be particularly sensitive to efforts by a bully to humiliate, embarrass, or lower the self esteem of the victim; and the discipline history, personality of, and physical characteristics of the individual alleged to have engaged in the prohibited behavior.

3. General Display of Bullying Acts

Bullying for purposes of this section of the regulation, includes harassment and intimidation, and vice versa. According to experts in the field, bullying in general is the exploitation of a less powerful person by an individual taking unfair advantage of that person, which is repeated over time, and which inflicts a negative effect on the victim. The seriousness of a bullying act depends on the harm inflicted upon the victim and the frequency of the offensive acts. Power may be, but is not limited to, physical strength, social skill, verbal ability, or other characteristics. Bullying acts by students have been described in several different categories.

A. Physical Bullying includes harm or threatened harm to another's body or property, including, but not limited to, what would reasonably be foreseen as a serious expression of intent to inflict physical harm or property damage through verbal or written speech or gestures directed at the student-victim, when considering the factual circumstances in which the threat was made and the reaction of the intended victim. Common acts include tripping, hitting, pushing, pinching, pulling hair, kicking, biting, starting fights, daring others to fight, stealing or destroying property, extortion, assaults with a weapon, other violent acts, and homicide.

B. Emotional Bullying includes the intentional infliction of harm to another's self-esteem, including but not limited to insulting or profane remarks, insulting or profane gestures, or harassing and frightening statement, when such events are considered in light of the surrounding facts, the history of the students involved, and age, maturity, and special characteristics of the students.

C. Social Bullying includes harm to another's group acceptance, including but not limited to, harm resulting from intentionally gossiping about another student or intentionally spreading negative rumors about another student that results in the victim being excluded from a school activity or student group; the intentional planning and/or implementation of acts or statements that inflict public humiliation upon a student; the intentional undermining of current relationships of the victim-student through the spreading of untrue gossip or rumors designed to humiliate or embarrass the student; the use of gossip, rumors, or humiliating acts designed to deprive the student of awards, recognition, or involvement in school activities; the false or malicious spreading of an untrue statement that exposes the victim to contempt or

ridicule or deprives the victim of the confidence and respect of student peers; or the making of false statements to others that the student has committed a crime, or has an infectious, contagious, or loathsome disease, or similar egregious representations.

D. Sexual Bullying includes harm to another resulting from but not limited to, making unwelcome sexual comments about the student, making vulgar, profane, or lewd comments or drawings or graffiti about the victim; directing vulgar, profane, or lewd gestures toward the victim; committing physical acts of a sexual nature at school, including the fondling or touching of private parts of the victim's body; participation in the gossiping or spreading of false rumors about the student's sexual life; written or verbal statements directed at the victim that would reasonably be interpreted as a serious threat to force the victim to commit sexual acts or to sexually assault the victim when considering the factual circumstances in which the threat was made and the reaction of the intended victim; off-campus dating violence by a student that
adversely affects the victim's school performance or behavior, attendance, participation in school functions or extracurricular activities, or makes the victim fearful at school of the assaulting bully; or the commission of sexual assault, rape, or homicide. Such conduct may also constitute sexual harassment – also prohibited by Owasso Public Schools.

E. Cyberbullying is bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can also include sharing personal or private information about someone else causing embarrassment or humiliation. Additional examples include, but are not limited to, sending cruel, vicious and sometimes threatening messages; using group chats as a way to gang up on one person; posting mean or untrue statements of classmates online with intent to embarrass them; breaking into an email account or online profile and sending vicious or embarrassing material to others; engaging in messaging intended to trick another person into revealing sensitive or personal information and forwarding that information to others; taking nude or otherwise degrading photos or videos of a person and sharing that content.

Understanding of and Prevention of Bullying of Students

A. Student and Staff Education and Training

A full copy of this policy will be posted on the district's website and included in all district handbooks.

All staff will be provided with a copy of the district's policy on prevention of bullying of students. All students will have access to the policy in the student handbook and a copy of the entire policy is available on request. Owasso Public Schools is committed to providing appropriate and relevant training to staff regarding identification of behavior constituting bullying of students and the prevention and management of such conduct. Students, like staff members, shall participate in an annual education program that sets out expectations for student behavior and emphasizes an understanding of bullying of students, the district's prohibition of such conduct, and the reasons why the conduct is

destructive, unacceptable, and will lead to discipline. Students shall also be informed of the consequences of bullying conduct toward their peers.

B. Owasso Public Schools' Safe School Committees

The safe school committee has the responsibility of studying and making recommendations regarding unsafe conditions, strategies for students to avoid harm at school, student victimization, crime prevention, school violence, and other issues which interfere with and adversely affect school safety. With respect to student harrassment, intimidation, and bullying, the safe school committee shall consider and make recommendations regarding professional staff development needs of faculty and other staff related to methods to decrease student harassment, intimidation, and bullying and understanding and identifying bullying behaviors. In addition, the committee shall make recommendations regarding: identification of methods to encourage the involvement of the community and students in addressing conduct involving bullying; methods to enhance relationships between students and school staff in order to strengthen communication; and fashioning of problem-solving teams that include counselors and/or school psychologists.

In accomplishing its objectives, the committee shall review traditional and accepted harassment, intimidation, and bullying prevention programs utilized by other states, state agencies, or school districts. (See also policy 1.43)

Student Reporting

Students are encouraged to inform school personnel if they are the victim of or a witness to acts of harassment, intimidation, or bullying. The Report and Stop Bullying form is available under the student tab on each school site's webpage.

Staff Reporting

An important duty of the staff is to report acts or behavior that the employee witnesses that appear to constitute harassing, intimidating, or bullying. Employees, whether certified or non certified, shall encourage students who tell them about acts that may constitute intimidation, harassment, or bullying to complete a report form. For young students, staff members given that information will need to provide direct assistance to the student.

Staff members who witness such events are to complete reports and to submit them to the building principal. Staff members who hear of incidents that may, in the staff member's judgment, constitute harassment, intimidation, or bullying, are to report all relevant information to the building principal.

Parental Reporting and Responsibilities

Parents/guardians will be informed in writing of the district's program to stop bullying. An administrative response to bullying may involve certain actions to be taken by parents. Parents will be informed of the program and the means for students to report bullying acts toward them or other students. They will also be told that to help prevent bullying at school they should encourage their children to:

1. Report bullying when it occurs;

2. Take advantage of opportunities to talk to their children about bullying;
3. Inform the school immediately by using the Report and Stop Bullying form on the Owasso Public Schools' website under the parent tab if they think their child is being bullied or is bullying other students;
4. Watch for symptoms that their child may be a target of bullying and report those symptoms; and
5. Cooperate fully with school personnel in identifying and resolving incidents.

Monitoring and Compliance

In order to assist the State Department of Education with compliance efforts pursuant to the School Safety and Bullying Prevention Act, 70 OKLA. STAT. § 24-100.2 et seq., the district will identify a Bullying Coordinator who will serve as the district contact responsible for providing information to the State Board of Education.

A copy of this policy will be submitted to the State Department of Education annually as part of the school district's Annual Performance Report.

Disciplinary Measures

In administering discipline, consideration will be given to alternative methods of discipline to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Change of Placement

15. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

The above consequences will be imposed for any person who commits an act of bullying as well as any person found to have falsely accused another as a means of retaliation, reprisal, or as a means of bullying. Strategies will be created to provide counseling or referral to appropriate services, including guidance, academic intervention, and other protection for students, both targets and perpetrators, and family members affected by bullying, as necessary.

The school district is not required to provide educational services in the regular school setting to any student who has been removed from a public school or private school in Oklahoma or another state by administrative or judicial process for an act of using electronic communication with the intent to terrify, intimidate or harass, or threaten to inflict injury or physical harm to faculty or students.

CAFETERIA

BREAKFAST/LUNCH

1. A hot breakfast and lunch program is provided in the cafeteria for the benefit and convenience of both the student and parent.
2. Students may bring their breakfast or lunch, but they will be required to eat in the cafeteria.
3. Breakfast/Lunch times vary by site.

LUNCH PAYMENTS/CHARGES

Students should have funds in their accounts before they attempt to purchase a meal or a la carte items on their account. Occasionally, a student may need to "charge" a breakfast or lunch on account; this means the student's account is placed in the negative in order to allow for the meal, a la carte items are not allowed to be charged. For details related to meal balances and charges, please see POLICY 5.49. ~~Students are only allowed to do this until their account reaches a negative balance of ten dollars (-$10.00) before money is required to be deposited to pay off the charges and provide for more meals. If a student has reached a balance of negative ten dollars (-$10.00), and still does not have money to pay for lunch, he or she will be asked to call home to make arrangements for lunch. Once a student reaches the maximum negative balance an alternative meal of a Cheese Sandwich, Fruit, and Milk will be provided for lunch and Toast and fruit juice will be provided for breakfast. Please call your cafeteria manager or the child nutrition offices if you find you are in a difficult situation; they may be able to work with you. Should your child have outstanding charges on the date they are approved for free or reduced price meals, you are still responsible for paying off those charges. Low balance notices are sent home with the students at least twice a week.~~ All parents/guardians are encouraged to complete a free/reduced meal application. If you should need one during the school year, forms are available online and at the school offices.

MY SCHOOL BUCKS

For your convenience, you may pay with a credit/debit card using the My School Bucks application to load money on your child's account. My School Bucks application information can be found on the Owasso Public Schools website. If you have questions or need further assistance, please call the Child Nutrition Department at (918)272-8034.

POLICY 5.49

CANCELLATIONS

Announcements about school cancellations will be shared via the district's social media and will be broadcast on local radio and television stations.

CARE OF SCHOOL PROPERTY

It is essential that a wholesome respect for public property be fostered. Students who damage or destroy school property shall be required to make complete restitution. Other disciplinary action may be taken to ensure school facilities are appropriately maintained.

CELL-PHONES/TELECOMMUNICATION DEVICES

The School District desires to provide a learning environment that is free from distraction. It is the student's responsibility to ensure that all electronic devices are not in use during class hours, unless directed by the teacher to use them for educational purposes. Any and all electronic devices, including but not limited to cell phones, smart phones, tablets, laptops, ~~MP3 players,~~ smart watches, ear buds, or any other type of mobile electronic device, have a reduced expectation of privacy once they enter any school zone and may be subject to confiscation and/or search should a school violation be suspected. Possession and/or use of any personal electronic device is a privilege, not a right, that is extended to the student, which, at the discretion of the school, may be revoked should circumstances warrant and disciplinary consequences may occur. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on cell phones and mobile devices. POLICY 1.76 , 5.31

CLOSED CAMPUS POLICY

The campus at Owasso High School will be closed from the time a student arrives on campus until the end of the school day. **The parking lot will be off-limits to students during this time.** There are seven reasons for a student to be in the school parking lot during the day. Those reasons include:

1. **Students Arriving Late to School.** These students will report directly to the attendance office to check in. They will receive an admit and proceed to class.
2. **Students With an Early Dismissal.** These students must have an early dismissal pass signed by the attendance office.
3. **Students Arriving from Morning Tech.** These students must have their Tulsa Technology Center ID.
4. **Students Leaving for Afternoon Tech.** These students must have their Tulsa Technology Center ID.

5. **Students Involved in Sixth Hour Athletics.** These students may leave campus to report to their practice areas. If the practice area is on the HS campus students are not allowed to move their vehicles.
6. **Students Involved in Concurrent Enrollment.** These students may arrive late or leave early due to their concurrent schedule.
7. **Students Involved in Career Connections Program (Internship).** These students may arrive late or leave early due to their internship schedules.

Students are not permitted to arrive on campus and leave without permission. Likewise, students are not permitted to leave campus and return while waiting for their bus. Any other student in the parking lot during the school day will be in violation of the Closed Campus Policy. Whether the student has actually left the campus or not is irrelevant. Violation of this rule will be documented and disciplined.

CONCURRENT ENROLLMENT

Students interested in earning college credit while in high school should visit with the OHS college and career counselor. POLICY 5.35

DELIVERIES

Deliveries of items to students by parents/guardians can be brought to the main office with students either being called down to the office or items being delivered to students. Parents/guardians may be asked for their ID to confirm their relationship with the student. Students will not be allowed to have food and/or drink items delivered to the school by third party vendors.

DIRECTORY INFORMATION

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information”:

- Student’s Name
- Photograph
- Athletic Information, including height and weight
- Grade Level (i.e., first grade, tenth grade, etc.)
- Participation in officially recognized activities and sports
- Degrees, Honors, & Awards received

Within the first three weeks of each school year, the school district will publish the above list of directory information it proposes to designate as directory information for the school year. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment. Parents or eligible students have two weeks following this publication or notice to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about their student. POLICY 5.28

DRESS AND GROOMING POLICIES

The school policies are the result of the cooperative effort of the school board and the administration. It is understandable that criteria be established to prohibit extreme styles and designs in clothing which might disrupt the education process or endanger the health and safety of pupils. The following dress and grooming policy applies at school, while on school vehicles, or going to or from or attending school events.

1. ~~Students will not wear clothing or accessories that display pictures, lettering, or numbering that is profane, vulgar, repulsive, obscene, or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, low-point beer, drugs, drug related items, or paraphernalia.~~ Students will not wear clothes or accessories showing vulgar, profane, or obscene images, words, or numbers, or anything promoting tobacco, alcohol, drugs, or related items.
2. Midriffs, halter tops, backless dresses, and sleeveless garments resembling tank tops are not permitted. Clothing should not expose or display undergarments.
3. Shorts, skirts, dresses, and holes in pants should cover the upper to mid-thighs and should not expose undergarments.
4. All students are required to wear shoes. No exceptions except for medical reasons.
5. ~~Students will not wear hats, caps, stocking caps, or hoodies covering the head while in the building. No exceptions except for medical reasons.~~ Any item that obscures the eyes, face or ears that creates a distraction or is a safety issue must not be worn. Exceptions to the rule can be made for medical or religious reasons upon administrative approval.
6. Costumes and costume accessories are not permitted, except for specified school events or designated spirit weeks.
7. Facial and body piercings that disrupt the educational process or endanger the health and safety of students will not be permitted.

~~The dress and grooming policy applies to all school activities.~~ The staff and administration believe that good grooming, cleanliness and neatness are important for a good learning environment. Those who wear clothes that do not conform to the guidelines will not return to class until proper attire is attained and discipline may be assigned as deemed appropriate by administration. The assistant principal and principal will have total authority in interpreting the dress code to all students. If there are situations that arise that are not specifically covered in this code, the administrator in charge will interpret the situation in light of the basic intent of this policy, and that ruling will be final until such time that the policy is revised or changed to cover that situation.

DRUGS AND ALCOHOL

Use of illicit drugs and unlawful possession and use of alcohol is wrong and harmful. A drug detection dog is used randomly on campus. Students are prohibited from using, being under the influence of, possessing, furnishing, distributing, selling, conspiring to sell or possess or being in the chain of sale or distribution of alcoholic beverages, non-intoxication alcoholic beverages (as defined by Oklahoma law, i.e., 3.2 beer), illegal or illicit drugs (any amount), or other synthetic products used as mood-altering substances at school, while on school vehicles or at any school-sponsored event. “Illicit drugs” include steroids, prescription and over-the-counter medications, marijuana, THC, and cannabis when they are not used in compliance with the prescription or directions for use and are not being used to treat a current health condition of the student. “Mood-altering substances” include paint, glue, aerosol sprays, and similar substances. Violation of this rule will result in disciplinary measures, which may include suspension and/or change of placement for the remainder of the current semester and the following

semester. The length of a student suspension and/or change of placement for violation of this rule may be shortened in some cases at the discretion of the building principal provided that:

a. The student completes the school drug and alcohol education program counseling and
b. The student is in good academic standing

Students in violation of this rule which also constitutes illegal conduct will be reported to law enforcement authorities. Drug testing policies and procedures are available in the nurse's office or online at the school's website. Information for students and their parents about drug and alcohol counseling and rehabilitation and reentry programs in this geographic area is available from the principal at each student's school.

EMERGENCY PROCEDURES

FIRE DRILL PROCEDURES

- Each building is equipped with its own fire alarm signal and procedure.
- Students will know and use the proper exit from anywhere in the school building.
- Students will evacuate the building upon direction.
- Teachers will check rolls once clear of danger.
- Fire Drills are practiced on a regular basis.

TORNADO DRILL PROCEDURES

- Each building is equipped with its own tornado alarm signal and procedure.
- Students will 'duck and cover' in areas designated by the building principal.
- Tornado Drills are practiced on a regular basis.

SECURITY DRILLS

- Security drills are practiced on a regular basis.
    a. lockdown drills - security threat inside the building
    b. lockout drills - security threat outside the building

In the event of an emergency, parents or guardians are encouraged NOT to initially respond to the school during a crisis. This will allow city and school officials to assess the situation and activate the school's crisis plan. Should there be an emergency (national, local or school), **parents are asked to:**

- Cooperate with safety and school officials.
- Wait for notification of how and when to respond. This notification will come via the Owasso Public School's communication tools and local media. ***It is imperative that you refrain from using cell phones to contact your student as the overload will impair emergency personnel from performing their duties.***

EXTRACURRICULAR ACTIVITIES, CLUBS AND ORGANIZATIONS

Clubs and other organizations are offered on a voluntary basis. Wholehearted participation in these activities is encouraged. **In order to attend practice or participate in an extracurricular activity, a student must be in attendance <u>three hours</u> on the day of the activity. Failure to be in attendance will result in the student being withheld from the activity.** Students participating in school activities are subject to eligibility rules. **A student who is ineligible shall not be allowed to miss school or be approved to participate in any school activity, during the school day or after the school day.** Academics

come first; passing grades take priority. In the instance where the school activity is a part of a performance-based class where participation in the activity is required for a grade, an alternative assignment may be used as a substitute for the missed school activity. Academic eligibility will be monitored on a weekly basis per Oklahoma Secondary School Activities Association guidelines. All students participating in Oklahoma Secondary Schools Athletic Association (OSSAA) sanctioned activities are subject to all residency requirements. For complete details of these requirements and guidelines, go to: www.ossaa.com. All clubs are required to maintain a charter or constitution and to function in accordance with its guidelines. A student appealing a teacher's/sponsor's/coach's decision cannot participate in extracurricular activities until the appeal process has been completed. All students involved in competitive extracurricular activities will be subject to random drug testing-5.27.
Parents must submit a signed consent form **before** participation. Students are not allowed to participate until the signed consent form is submitted. A list of organizations is provided on the OPS website.

FERPA

The Board of Education intends to comply with the Family Educational Rights and Privacy Act (FERPA). Questions regarding the district policy and FERPA may be directed to the principal at the school site or the Owasso Public School Education Service Center at 1501 N. Ash, 918-272-5367. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on student Records. POLICY 5.28

GRADE CLASSIFICATION REQUIREMENTS

To be classified as a sophomore, a student must have earned a minimum of 4.5 units of credit at the beginning of the school year. To be classified as a junior, a student must have earned a minimum of 9.0 units at the beginning of the school year. To be classified as a senior, a student must have earned a minimum of 16.0 units at the beginning of the school year. See Course Guide

GRADING PRACTICE

- Our schools want to have strong communication with parents about their child's academic progress. We take that responsibility seriously.
- Parents have a right to be updated about their child's academic progress and Owasso Public Schools has provided various tools for that purpose.
- The electronic grade book is available to parents on-line, 24 hours a day, to accommodate a variety of schedules.
    - A parent will be able to see individual grades for each assignment as well as their child's average in each subject.
    - We encourage our teachers to take two grades a week in each subject but shorter weeks, holidays, or special projects may affect that expectation.
    - If there are challenges in accessing grades on-line, the office staff at their child's school is more than willing to help parents.
- Regular academic progress will be up to date on PowerSchool and shared with the parents on the following schedule:
    - Report of Progress (End of 1st Nine Weeks)
    - Report Card (End of 1st Semester)

    - Report of Progress (End of 3rd Nine Weeks)
    - Report Card (End of 2nd Semester)
- Classroom teachers will utilize parent conferences to visit face-to-face with parents to discuss their child's progress.
- Should communication about grades be needed by either the parent or the teacher, that can happen at any time during the school year.
- Teachers will respond as quickly as possible to parents, but the first priority is always serving the children in the classroom. Therefore, it may be the next day before a grading question is answered. A child's academic success is a team effort between home and school. We're serving students together!

GRADUATION REQUIREMENTS

A total of twenty-three units of credit must be earned during the four years of high school. Senate Bill 1792 passed by the Oklahoma Legislature and effective July 1, 2006 requires all students to be automatically enrolled in the college preparatory graduation plan unless another plan is requested by a parent/guardian. Selection of the Core Curriculum Plan requires a signed notice from a parent/guardian. The specific requirements for the graduation plans are listed in the secondary course guide located on the Owasso High School webpage. Students must meet all graduation requirements as set forth by the State Department of Education in order to obtain an Owasso High School diploma. Students must be within one credit of meeting their graduation requirements in order to participate in commencement exercises. POLICY 5.34

GUIDANCE AND COUNSELING PROGRAM

The high school guidance and counseling offices are available to support students in the areas of academic, career, social and personal issues. Students should sign up in the counseling office to see a counselor. The counselor will send for the student during the day as soon as possible. Crisis situations will be addressed immediately. Students, parents and teachers are encouraged to refer individual students to the counseling staff when they have a concern about the well-being of a particular student. Referrals for outside resources are made on an informal basis and are optional for students or parents. Small group counseling is utilized to address academic issues within the classroom. Mediation is available to high school students who are experiencing conflict with another student that has not reached a level requiring disciplinary action. Referrals to local resources are available for pregnant/parenting teens to provide health education regarding maternal/child needs. Tobacco education and group counseling is available for students who have expressed concerns regarding substance use issues. Conflict resolution training is available to high school students who have violated Owasso High School's policy regarding threatening behavior and/or bullying for the first time.

HEALTH SERVICES

The Health Services Department serves our students and schools in a variety of areas. Please see the health services page on our district website for specific information regarding:

- COVID

- Flu
- Immunizations
- Lice
- Meningitis
- MRSA
- Pink Eye

MEDICATION

Except for provisions allowed in the district Medication Administration Policy, **students may not retain possession of or self-administer any medication.** Student's requiring medication at school must report to the School Nurse for appropriate paperwork and storage of medication. **Narcotic medication will not be stored or administered at school by school personnel.** The Medication Administration Policy is available in the Nurse's office and on the school website. **Violation of this policy may result in discipline, including out of school suspension.** POLICY 5.01

MENINGITIS INFORMATION

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called Neisseria meningitis. The disease causes either meningitis, severe swelling of the brain and spinal cord or meningococcemia, a serious infection of the blood. Vaccines can prevent many types of meningococcal disease, but not all types. This vaccine is not required to attend kindergarten through the 12th grade in Oklahoma. However, it is required for students who are enrolling in colleges and other schools after high school who will live in dormitories or on-campus student housing. For more information, contact your healthcare provider, local county health department or visit the National Meningitis Association website at www.nmaus.org. Please refer to the following Owasso Public School website link for more information about Meningitis. OPS Health Services/Meningitis

LIBRARY MEDIA CENTER

The mission for Owasso Libraries is to provide an opportunity for students and staff to become effective users of ideas and information, to encourage the enjoyment of reading, and to promote life-long learning.

The OHS Library Media Centers have a comprehensive online card catalog, the internet, online subscriptions, periodicals, and a collection of thousands of books.

- The OHS East and OHS West Library Media Centers are open Monday through Friday from 7:40 a.m. until 3:00 p.m. You are welcome to use the library for study groups, individual study, to read, or to browse the various sections in the library.
- You must have your current ID to check books out from the library.
- Books are checked out for a two-week time period. Students may renew books, if they have the book(s) with them, unless a reserve has been placed on the books. Reference books are not checked out.

MAKE-UP WORK

There are two types of absences: excused and unexcused. School work missed because of an **excused** absence is to be made up by the student. It is the responsibility of the student to check with the teachers to see what work was missed and when it is due. A student going on a field trip, an activity trip, or vacation must check before the trip with his/her teachers for his/her assignments. The student will

receive up to full credit for the make-up work when it is turned in, on or before the specified time. For excused absence a student will receive a day for every day out. For a school activity, work is due on the due date or immediately upon return. When a student receives a truancy, there is to be no make-up work.
POLICY 5.03

MOTOR VEHICLE REGISTRATION FEES

Motor vehicle registration fees support the cost of security and maintenance of the parking lots and drives. For the security and well-being of our students and staff, vehicles driven to school must be registered and display the appropriate permit on the rear view mirror.
Parking Permit Fee: $25

Parking in a No-Parking Zone, Teacher Designated Parking, Handicapped Zone
$20 fine

Improper/Reckless Driving
$20 (improper) $30 (reckless) fine

No Parking Permit
$20 fine plus permit fee, if applicable

- Students must make arrangements for paying fines with the grade-level principal. Failure to do so may result in the loss of driving privileges for a specified time period or other disciplinary action.
- Students who acquire four tickets in a year will lose their driving privileges for a specified period of time.
- Parking is a privilege and any unsafe operation or violation may result in revocation of parking privileges.
- Multiple offenses can but are not limited to vehicles being towed and parking privileges being revoked.

MOTOR VEHICLE REGULATIONS AND PENALTIES

1. All motor vehicles driven to school by students must be properly registered.
2. All students must obey the 10 MPH campus speed limit and Oklahoma traffic laws when operating a motor vehicle on campus.
3. Vehicles are to be operated in a safe and responsible manner at all times.
4. Student vehicles are to be parked in student-designated areas. Staff parking spaces are numbered, and students may not park there. All bus loops and entrances must be kept clear for buses and/or emergency vehicles.
5. In an effort to secure student vehicles, students are not permitted in the parking lots during class period or between classes. Students who go to the lots without an authorized pass to do so will be subject to disciplinary action. Please see the information above in regard to the Closed Campus Policy.

6. Any student(s) involved in an accident or who has had his/her vehicle tampered with or vandalized should notify their assistant principal's office immediately. School Resource Officers may be utilized to help in these situations.
7. School Resource Officers may be enlisted to help monitor appropriate parking lot behavior.
8. Parking permits must be placed on the rear view mirror for visibility purposes.

OPEN TRANSFERS

A request for a transfer into this district initiated by or on behalf of a nonresident student will be approved or denied in accordance with district policy. Priority for space and resources is assigned to resident students and the children of Owasso Public Schools staff. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on open transfers. POLICY 5.20

PARENT BILL OF RIGHTS

Owasso Public Schools is in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent.
25 O.S. Section 2001
Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Parents Bill of Rights POLICY 1.69

PROHIBITION OF RACE AND SEX DISCRIMINATION

The Board of Education hereby directs that neither the district, nor any employee of the district, shall teach or include in a course for students or employees the discriminatory principles outlined in policy 5.58. The district hereby designates the Assistant Superintendent of Teaching and Learning, as the employee responsible for receiving complaints. Complaints may be submitted online through the district website. Upon receipt of a complaint, the complainant shall receive notification from the designated employee that the complaint has been received and whether it will be investigated within ten (10) days of receipt. POLICY 5.58

PROTECTION OF PUPIL RIGHTS (PPRA)

PPRA affords parents certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes and certain physical exams. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Protection of Pupil Rights Amendment. POLICY 1.38
Parents who believe their rights have been violated may file a complaint with:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SWWashington, D.C. 20202-5920
1-800-872-5327

RESIDENCY

Oklahoma law provides a definition of "residence" for children attending school at 70 O.S. Section 1-113. If a child is between the ages of five and twenty-one, they are entitled to attend school free of charge in the district of residence. State law provides that a child's residence for school purposes is the school district in which the (1) parents, (2) guardian or (3) person having legal custody of the child holds legal residence. Children may also establish residency if their attorney-in-fact is a resident of the district. Owasso Public Schools does not permit students to establish residency based on the affidavit of a person who has assumed permanent care and custody of the child under Okla. Stat. tit. 70 O.S. Section 1-113. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on residency POLICY 5.23

SCHEDULE CHANGES

Circumstances which may warrant a schedule change are as follows:

1. Academic Misplacement
2. Schedule error
3. Adjustment to meet graduation, Oklahoma Promise or NCAA requirements
4. Completion of 1st semester activity (e.g. athletics, marching band)
5. Concurrent enrollment in a college course
6. If a student drops an AP course, they will only enroll in a concurrent or virtual course
7. A schedule change for any reason, other than the above, requires approval from an administrator.

Applications for a requested schedule change may be obtained from a Counselor and must be completed ~~within the first ten school days~~ at the start of the semester within the timeframe set by the counseling office . Criteria for approval or disapproval of a schedule change may include:

1. Academic record
2. Graduation plan
3. Administration Approval
4. Parent conference
5. Availability in a core course

SEARCH AND SEIZURE

The superintendent, principal, teacher, or security personnel of Owasso Public Schools, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable. Students have no reasonable expectation of privacy rights in the contents of school lockers, desks, and other school

property. Students who drive a vehicle onto school property do so as a privilege afforded them by the School District and not as a right. Accordingly, any student who drives a vehicle of any kind to school and parks that vehicle on school property is deemed to authorize a search of the vehicle by the superintendent, principal, teacher, or security personnel at any time and for any reason deemed appropriate by the school principal or the Superintendent of Schools. Any student who refuses to peaceably submit his/her vehicle to a search when requested to do so may be suspended out of school and/or Change of Placement for such refusal. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on search and seizures. Oklahoma HB 1634 (2023) allows for the search of shoes and hand and head coverings. POLICY 5.19, 5.29

SEXUAL HARASSMENT

All students, employees, and Board members are strictly prohibited from engaging in any form of sexual harassment of any student, employee, and applicant for employment, vendor representative, or patron of the School District. In the case of a student of the School District, "sexual harassment" is defined as unwelcome sexual advances, requests for sexual favors, and other unwelcome verbal or physical conduct of a sexual nature by any person towards a student. Any student engaging in sexual harassment is subject to any and all disciplinary action which may be imposed under the School District's Policy on Student Behavior. Any employee or student who is or has been subjected to sexual harassment or knows of any student or employee who is or has been subjected to sexual harassment shall immediately report all such incidents to either the superintendent, assistant superintendent, principal, assistant principal, or any Board member of the School District. If a report of an incident needs to be made after normal school hours, the above-listed individuals may be contacted at home. It is preferred that all such reports be made in person or in writing signed by the reporting party. However, in order to encourage full, complete, and immediate reporting of such prohibited activities, any person may report such incidents in writing and anonymously by mailing such reports to the personal attention of any of the above-designated persons. All such reports should state the name of the alleged harassing student, employee, or Board member, the person(s) being harassed, the nature, contacts and extent of the prohibited activity, the dates of the prohibited activity, and any other information necessary to a full report and investigation of the matter. The School District will investigate all reports.

STUDENT DISCIPLINE POLICY

One of the most important phases of a person's educational development is that of learning proper behavior, cooperation, respect, and self-discipline. Without these characteristics, it is difficult for a person to maintain the proper attitude to develop intellectually. It is the school's responsibility as a part of the total educational process to assist the student in the development of self-discipline. POLICY 5.26, 5.27

The following discipline methods may be assigned by the principal or assistant principal for a student that engages in any of the behaviors listed under the Discipline Code section while at school, while on school vehicles, or going to or from or attending school events:

1. **Counseling-** May involve the classroom teacher, counselor, or administrator.
2. **Removal from class (non-appealable)** – Students will be allowed to come to school, but will be isolated from certain class periods.

3. **Detention (non-appealable)** – Students will be required to study, complete assignments, or do other school work during detention.
4. **School Service (non-appealable)**- School service may be used in lieu of other normally assigned disciplinary actions. Service opportunities may include, but are not limited to cleaning cafeteria tables, grounds beautification, general cleaning, etc.
5. **Alternative In-School Placement (non-appealable)**- Students will be allowed to come to school, but will be isolated or restricted from the main flow of daily routine. School administrators will decide how many days of in-school placement a student serves based on the severity of the offense. In school placement stays will be communicated to the parent or guardian by the school administrator.
6. **Out of School Suspension (appealable)-**Students may be suspended out of school as a result of a major offense, multiple offenses, or repeated offenses. Length of short-term suspensions may include 1-10 school days. Length of long-term suspensions will be 11 days or more, up to or including one calendar year for long-term based on the level of offense(s).
7. **Change of Placement (~~non-appealable~~ appealable) –** Students may receive a change of placement to an alternative educational setting in lieu of an out-of-school suspension lasting more than 10 days or up to one calendar year for long-term based on the level of offense(s).

DISCIPLINE CODE

The principal or assistant principal shall have the authority to assign any of the above disciplinary options to any student who engages in the following behavior at school, on school grounds, while on school vehicles, or going to or from, or attending school events:

1. Arson
2. Altering or attempting to alter another individual's food or beverage
3. Assault (whether physical or verbal) and/or battery
4. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by making, transmitting, causing, allowing to be transmitted, broadcasting, publishing, distributing, causing, or allowing to be broadcast, published or distributed, any message, material, telephonic, computerized or electronic message.
5. Cheating - violations of OHS Academic Honesty Policy
6. Conduct that threatens or jeopardizes the safety of others
7. Cutting class or sleeping, eating or refusing to work in class
8. Disruption of the educational process or operation of the school
9. Extortion
10. Failure to attend assigned detention, alternative school, or other disciplinary assignment without approval
11. Failure to comply with state immunization records
12. False reports or false calls
13. Fighting
14. Forgery, fraud, or embezzlement
15. Gambling
16. Gang related activity or action
17. Harassment, intimidation, or bullying, including gestures, written or verbal expression, electronic communication or physical acts

18. Hazing's (whether involving initiations or not) in connection with any school activity, regardless of location
19. Immorality
20. Inappropriate attire, including violation of dress code
21. Inappropriate behavior or gestures
22. Indecent exposure
23. Intimidation or harassment because, of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information, including but not limited to: (a) assault and battery; (b) damage, destruction, vandalism or defacing any real or personal property; or threatening, by word or act, the acts identified in (a) or (b)
24. Obscene language
25. Physical or verbal abuse
26. Plagiarism-violations of OHS Academic Honesty Policy
27. Possession or distribution of a caustic substance
28. Possessing, distributing or viewing obscene materials, including electronic possession, distribution or viewing (sexting)
29. Possession, without prior authorization, of a wireless telecommunication device
30. Possession, threat or use of a dangerous weapon, replica weapons, toy guns/facsimile and related instrumentalities (i.e., bullets, shells, gun powder, pellets, etc.)
31. Possession, use, manufacture, distribution, sale, purchase, conspiracy to sell, distribute or possess or being in the chain of sale or distribution, or being under the influence of (a) alcoholic beverages, low-point beer (as defined by Oklahoma law, i.e., 3.2 beer), (b) any mind altering substance, except for medications taken for legitimate medical purposes pursuant to district policy, including but not limited to prescription medications for which the individual does not have a prescription, or medications used outside their intended, therapeutic purpose, (c) paint, glue, aerosol sprays, salts, incense and other substances which may be used as an intoxicating substance, or (d) any substance believed or represented to be a prohibited substance, regardless of its actual content.
32. Possession of illegal and/or drug related paraphernalia
33. Possession or claimed possession of prescription and/or non-prescription medicine while at school and school related functions without prior district approval
34. Profanity
35. Purchasing, selling and/or attempting to purchase or sell prescription and nonprescription medicine while at school and school related functions.
36. Sexual or other harassment of individuals including, but not limited to, students, school employees, volunteers
37. Theft
38. Threatening behavior, including but not limited to gestures, written, verbal, or physical acts, or electronic communications
39. Truancy
40. Use, possession, distribution or selling tobacco or tobacco related products in any form, including but not limited to cigarettes, cigars, loose tobacco, rolling papers, chewing, tobacco, snuff, matches, lighters, e-cigarettes, personal vaporizers, electronic nicotine delivery systems, and any cartridge, container or product designed to be used in conjunction with these delivery systems, regardless of the nicotine content of the product.

41. 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
42. Using racial, religious, ethnic, sexual, gender or disability-related epithets
43. Vandalism
44. Violation of board of education policies, rules or regulations or violation of school rules and regulations including, but not limited to, disrespect, lingering or in restrooms, running in halls, bringing unauthorized items to school, inappropriate or unauthorized use of cellular phones or other electronic media, name calling, destroying or defacing school property
45. Vulgarity
46. Willful damage to school property
47. 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 and immediate negative effect on the discipline or educational process or effectiveness of the school, will also result in disciplinary action. Examples of immediate negative effects include, but are not limited to, electronic communication, negative reaction by the victim, overt face to face confrontations at school or school events, etc. Students found in violation of any of the above may receive disciplinary action. Any student who is determined to have brought a firearm on school grounds under the jurisdiction of the School District shall be suspended out of school for a period of not less than one calendar year. **Participation in the school's extracurricular activities is a privilege, not a right**. When a student's behavior results in an out-of-school suspension, Change of Placement (COP), or In-School Placement (ISP), the student immediately (notwithstanding the filing of an appeal) forfeits the privilege of participating in all extracurricular activities of the school. In addition, when the principal determines to impose alternative in-school placement or other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the student's offense.

DUE PROCESS AND STUDENT SUSPENSIONS

Alternative in-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve due process procedures.

Suspension and Change of Placement Terms

All suspensions and changes of placement will have a definite start and end date. The term may be reduced if a student performs a specified remedial act if those conditions are agreed to at the time of the suspension or change of placement. Term lengths will be as consistent as possible between students considering the nature of the conduct and the previous disciplinary history of the student.

Long-term suspensions and changes of placement are those in excess of ten (10) school days. Suspensions and changes of placement will not extend beyond the current school semester and succeeding semester, except in the case of possession of a firearm, in which case a suspension shall be

for a period of not less than one (1) calendar year. Suspensions involving firearms are governed by the school district's Gun-Free Schools Student Suspension policy.

Short-term suspensions are those suspensions of ten (10) or fewer school days.

Short-Term Suspension Appeals (10 or fewer days)

A parent or student may appeal the suspension decision to a site committee. The principal shall inform the parent/student of the right to appeal the suspension and the method for appealing. An appeal must be presented, electronically or in writing, to the principal within three (3) days(excluding days when school is not in session) after the parent/student receives the principal's decision. If the principal does not receive a written appeal within three (3) days (excluding days when school is not in session) of the decision, the principal's suspension decision is final. The principal shall assemble a committee within three (3) days (excluding days when school is not in session) of receiving the parents request to appeal and that committee shall consist of the following members.

- A principal or assistant principal from a different school.
- A teacher of the student's choice.
- A teacher from the same site who has not had the student in class.

During the time of the appeal the student will be placed in In-House Suspension and the days spent in In-House Suspension will not count towards days of suspension.

Long-Term Suspension or Change of Placement Appeals

Site Level - 1st Level of Appeal

A parent or student may appeal the suspension or change of placement decision to a site committee. The principal shall inform the parent/student of the right to appeal the suspension or change of placement and the method for appealing.

An appeal must be presented, electronically or in writing, to the principal within five (5) days (excluding days when school is not in session) after the parent/student receives the principal's decision. If the principal does not receive a written appeal within three (3) days (excluding days when school is not in session) of the decision, the principal's decision is final. The principal shall assemble a committee within five (5) days (excluding days when school is not in session)of receiving the parents request to appeal and that committee shall consist of the following members.

- A principal or assistant principal from a different school.
- A teacher of the student's choice.
- A teacher from the same site who has not had the student in class.

During the time of the appeal, the student will be placed in In-House Suspension and the days spent in In House Suspension will not count towards days of suspension or change of placement.

District Level - 2nd Level of Appeal

In the event the complainant does not accept the decision of the review committee, he/she may appeal to the Assistant Superintendent of Teaching and Learning, who will assemble a 5 person committee of district level administrators.. The request to appeal must be received by the Assistant Superintendent of Teaching and Learning within 5 days (excluding days when school is not in session) after the parent receives the decision from the site-level committee. If the request is not received within this time-frame, the site-level committee decision is final. In the event the complainant does not accept the decision of the Assistant Superintendent of Teaching and Learning, he/she may appeal to the Owasso Board of Education, within 5 days (excluding days when school is not in session) of receiving the decision from the assistant superintendent.

Board of Education or Designated Hearing Officer - 3rd Level of Appeal

An appeal must be presented, electronically or in writing, to the superintendent within five (5) days (excluding days when school is not in session) days after the parent/student receives the assistant superintendent's decision. If the superintendent does not receive a written appeal within five (5) days (excluding days when school is not in session) of the assistant superintendent's decision, the assistant superintendent's decision is final. If the board receives a timely written appeal request, the board or an appointed hearing officer, will hear the appeal as soon as possible. This decision is final and non-appealable.

Board Hearing Procedures

The parent/student will be notified in writing of the date, time and place of the hearing and will have the right to choose an "open" or "closed" hearing. Reasonable efforts will be made to accommodate the work schedule of parents. The following procedures will be followed:

1. The board president or the appointed hearing officer should:

    a. Announce that the next agenda item is a suspension or change of placement review hearing.

    b. Ask whether the parent/student wants the hearing to be open to the public or in executive session. The offer of an open hearing and the response is to be made a part of the minutes of the meeting. If the parent/student requests a closed hearing, a motion to go into executive session per their request should be made and voted on.

2. The board president or hearing officer should advise the parent/student:

a. That they are entitled to legal counsel, if they desire it.
b. That the administration will present its witnesses first and that after each witness the parents or their legal counsel will be given an opportunity to cross-examine.
c. That the parent/student will be given an opportunity to call any relevant witnesses and present any relevant evidence, subject to cross-examination by the administration's legal counsel.
d. That the board or its hearing officer will consider the evidence and documents and reach a decision that will be recorded by vote in open session.
e. That the parent/student may ask any questions about the procedure.

3. Administration may call witnesses and present documents subject to cross-examination.

4. Parent/student may call any witnesses and present documents subject to cross-examination.

5. After each witness is presented board members or the hearing officer may ask the witness questions.

6. Parent/student's closing statement.

7. Administration's closing statement.

8. Deliberate in private. (If the hearing is not in executive session, the board or its hearing officer may deliberate in executive session only with permission of the parent/student.)

9. Return to open session and vote. After adopting a motion making certain findings of fact the board must make a motion to:

a. affirm the suspension;
b. modify the suspension or change of placement (increase or decrease severity of the suspension or change of placement)
c. revoke the suspension or change of placement. If the hearing is before a hearing officer, no motions will be required as a part of the hearing process; otherwise, the hearing officer will have the same obligations as the board when rendering a decision.

Attendance at School Pending Appeal Hearing

Pending an appeal of the student suspension or change of placement, the student will have the right to attend school under such "in-house" restrictions as the principal deems proper, except that at the discretion of the principal, the student may be prohibited from attending school pending any appeal hearing if in the judgment of the principal the student's continued presence in the building will constitute an immediate danger to the health or safety of students, school employees, school property,

or would be a substantial disruption of the educational process. The days in "in-house" will not count toward the days of out of school suspension.

~~**SHORT-TERM OUT-OF-SCHOOL SUSPENSIONS (10 or Fewer School Days)**~~
~~A short-term out-of-school suspension may be appealed to a committee composed of administrators and/or teachers. An appeal to a committee can be requested by letter to the school principal, which must be received within five (5) calendar days after the principal's out-of-school suspension decision is received by the student or his/her parent. The out-of-school suspension decision will become final and non-appealable if a request is not timely submitted. The decision of the committee shall be final and non-appealable.~~

~~**LONG-TERM OUT-OF-SCHOOL SUSPENSIONS (In Excess of 10 School Days)**~~

~~Method of Appeal to the Superintendent of Schools or his/her~~
~~Designee: An appeal can be presented by letter to the Superintendent. If no appeal is received within five (5) calendar days after the principal's decision is received by the parent or student, the principal's out-of-school suspension decision will be final and not appealable. The Superintendent or his/her designee should hold a conference with the parent or guardian as soon as possible after receipt of the appeal. The conference will be held during regular school hours, Monday through Friday, with consideration given to the hours of working parents whenever possible. At the conference, the Superintendent or his/her designee will read the policy, rule, or regulation the student is charged with having violated and will briefly outline the conduct on the part of the student. The parent should be asked by the Superintendent or his/her designee if he/she understands the rule and the charges against the student. At the conclusion of the conference, the Superintendent or his/her designee will state whether he/she will terminate or modify the out-of-school suspension. In all cases the parent will be advised of his/her right to have the suspension reviewed by the Board of Education.~~

~~Method of Appeal to the Board of Education: An appeal can be requested by letter to the Assistant Superintendent of Schools or the Clerk of the Board of Education. If no appeal is received within five (5) days after the decision of the Superintendent or his/her designee is received by the parent or student, the decision of the Superintendent or his/her designee will be final and not appealable. The Board will hear the appeal as soon as possible. The Board's decision is final and not appealable. The parent and student will be notified in writing of the date, time, and place of the hearing. The parent and student will have the right to an "open" or "closed" hearing, at their option. Reasonable efforts will be made to accommodate the work schedule of parents.~~ Please refer to the following Owasso Public Schools Board of Education Policy links for more information on Student suspension and appeals process.
POLICY 5.26, 5.57

STUDENT IDENTIFICATION

Students must, upon request, identify themselves to any school personnel, and may be asked to provide their ID card. ID cards are not to be covered with pins, stickers, pictures or other objects, nor should they be altered in any way. Lost IDs will be replaced at a cost of $5.

STUDENT INTERNET USAGE AGREEMENT

As a part of the resources available to students, the district provides internet access at each school site. The district intends for this resource to be used for educational purposes and not to be used for conduct which is harmful. Any individual using district resources to engage in electronic or digital communications has no expectation of privacy. Furthermore, students must be cognizant of the fact that electronic or digital communications which occur on private equipment are often permanently available and may be available to school administrators. It is presumed users will comply with district standards and will honor the district's policies, rules and regulations. Regarding school internet and computer, electronic, or digital usage, the following are not permitted.

- Displaying or sharing offensive messages, pictures, or site addresses
- Damaging computers, computer systems, computer networks or computer services
- Violating copyright laws
- Downloading, uploading, or distributing software
- Using obscene language
- Harassing, attacking or insulting others
- Cyberbullying

For more information please see the Owasso Public School Student Technology Use Agreement.

Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Electronic and Digital communication. POLICY 1.76

TARDIES

Definition of Tardy: A student is tardy if not in the classroom when the tardy bell rings. A student who is more than ten (10) minutes late for any period may receive a truancy code for class that day.
All students must check in at the appropriate attendance office for any first period tardy.

Procedure for Tardies:
1st and 2nd tardy verbal warning
3rd and 4th tardy parent contact by teacher, detention assigned
5th tardy detention assigned, admin referral
6th or more admin referral, additional consequences

TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS

Students are responsible for the textbooks and chromebooks issued to them**.** Each student will be expected to pay for any textbooks or chromebooks lost or damaged. The fee for damages varies depending upon the severity of damage. Lost or damaged textbooks, library books, and chromebooks will be assessed at replacement value. Parents will be notified by school staff when materials are lost or damage occurs that results in an expense to parents.

The Student Technology Insurance Program has been established to provide parents the opportunity to purchase insurance for 1:1 student technology devices. The insurance program is voluntary, but families are highly encouraged to participate.

TOBACCO POLICY

Students are not allowed to use tobacco or be in possession of tobacco in school buildings, school vehicles, including buses, or on the school campus. Possession of tobacco will be defined as any form of tobacco being on a student's person or in his/her purse, locker, gym bag, or vehicle. Electronic cigarettes and/or vaping products/paraphernalia (including chargers) are not allowed. Violation of this policy will result in disciplinary action. POLICY 1.52

TRANSPORTATION

BICYCLES

The parent should consider the following recommendations:

1. The bicycle should be in good repair and meet all safety standards.
2. The rider should know and observe all traffic laws.
3. Bicycles are to be parked at the bicycle rack upon arriving at school and not ridden again until school is dismissed.
4. The school will not be held responsible for stolen bikes. **We strongly recommend padlocks on bicycles.**
5. Students are to walk their bicycles at all times while on school grounds.

BUSES

Transportation in district-owned buses is furnished to students who reside one and one-half miles or more from the school. All buses used by the Owasso Schools meet the requirements of the State Board of Education and operate in compliance with their regulations. All students are expected to regard the bus as a classroom and conduct themselves appropriately. Safety is stressed at all times. POLICY 5.30

The driver of the bus is a school official and has the same authority as a classroom teacher over the students in his/her care. After a student gets on the bus, he/she is under the supervision of the bus driver and is expected to help them maintain discipline in order to prevent serious accidents. The driver has authority and is expected to look after the welfare of all students under his/her care. Any student may be removed from the bus that persists in disobeying regulations. After getting on the bus, no student is to depart from the bus until it reaches school in the morning or arrives at the designated place for him/her to leave the bus in the evening, except by special permission from the driver. **A note signed and dated by the parents would be necessary for permission to be given for the student to ride a different bus than normal.**

RULES FOR BUS RIDERS

1. Bring a note signed by your parent if you are to do anything other than ride your usual bus. The note is due the day of the change**. An unexpected change in afternoon plans must be called in before 1:45 p.m.**
2. Use a safe route in walking to and from the bus stop. Walk facing traffic, if at all possible.

3. Be on time at school bus stops. Avoid having to run to catch the bus or having the school bus wait for you.
4. Always use the handrail when getting on or off the school bus.
5. Be seated immediately.
6. Keep the aisle clear.
7. Keep all parts of your body inside the bus at all times.
8. Do not throw things out of the school bus windows.
9. Do not eat or drink while on the school bus.
10. Do not be loud or boisterous.
11. Absolutely no distracting behavior is allowed on the school bus.
12. Complete silence at railroad crossings is needed.
13. When unloading to cross the street, always walk to the front of the bus and wait for the driver to motion you across the street.
14. Do not walk behind the school bus when it is loading and unloading.
15. Do not open or close the school bus doors.

WALKERS AND CAR RIDERS

1. Walkers and car riders should NOT arrive before 7:10 a.m.
2. Parents of walkers should advise their children not to accept rides from strangers.
3. It is best if students who are walking to school have a definite route, agreed upon by parents and child to follow to and from school.
4. Students should leave campus after school unless attending an authorized school activity.

TRUANCY

A truancy occurs when a student is absent without parents' knowledge or approval, or a student is not in his/her assigned area during the designated time. The policy for truancy is as follows:

1. First Offense: A student who is truant one, two, or three hours will receive two hours of detention for every hour or partial hour missed. A student truant more than three hours will receive alternative in-school placement.
2. Repeat Offenses: Alternative in-school placement or additional consequences

VISITORS

All visitors must sign in and out in the main office, provide identification, and are required to use our school identification process. All visitors must wear a visible visitor's badge/sticker. Students who do not attend Owasso High School are not permitted on campus. A parent needing to see his/her child during the school day should report to the main office. Should anyone other than a parent request to see a student, the parent will be notified in order to grant permission. Visitors can be asked to leave by administrators at any time. Visitation privileges can and will be revoked if deemed necessary by administrators and SRO's. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on visitors. POLICY 5.19, 1.44

WITHDRAWAL FROM SCHOOL

Any student needing to withdraw from Owasso High School must inform the appropriate attendance office. Parents will be contacted. Upon the parents' approval, the student will receive a withdrawal form to take to his/her teachers. When the form is complete, the student will receive all of his/her records if there are no holds on the student's records.

Approved by Board the Board of Education on 7/17/23

Owasso High School Ram Academy Handbook

2023~~3~~4-2024~~4~~5

Ram Academy	202 East Broadway, Owasso, OK 74055	918-272-8040

This handbook contains helpful information, guidelines, and procedures that correspond with state law and the Owasso School Board Policies.

SCHOOL DISTRICT MISSION STATEMENT

Our mission is to provide a safe environment that equips, educates, and empowers students on their journey toward outstanding character and success.

TABLE OF CONTENTS

SCHOOL DISTRICT MISSION STATEMENT **1**

OWASSO SCHOOL CALENDAR 2022-2023 **4**

ACADEMIC **5**

ACADEMIC STUDY HALL 5

ACADEMIC PROBATION 5

CLASSIFICATION 5

ATTENDANCE **6**

ABSENCES 6

ARRIVAL AT SCHOOL **7**

ATTENDANCE PROBATION **7**

BULLYING **7**

CAFETERIA **12**

BREAKFAST/LUNCH 12

LUNCH PAYMENTS/CHARGES 13

MY SCHOOL BUCKS 13

CANCELLATIONS **13**

CELL-PHONES/WIRELESS TELECOMMUNICATIONS **13**

CLOSED CAMPUS **14**

DANGEROUS WEAPONS RELOCATED 14

DIRECTORY INFORMATION **14**

DISCIPLINE **15**

BULLYING RELOCATED 15

DETENTION RELOCATED 15

DISCIPLINE CODE RELOCATED 15

DRESS CODE 17

DRUGS/ALCOHOL 18

EMERGENCY PROCEDURES **18**

FIRE DRILL PROCEDURES 18

TORNADO DRILL PROCEDURES 18

SECURITY DRILLS 18

FERPA **19**

GANG POLICY **19**

GUIDANCE AND COUNSELING **19**

HEALTH SERVICES **20**

MEDICATION 20

MENINGITIS INFORMATION 20

OPEN TRANSFERS **20**
PARENT BILL OF RIGHTS **21**
PARENT/TEACHER CONFERENCES **21**
PROTECTION OF PUPIL RIGHTS (PPRA) **21**
RESIDENCY **21**
SEARCH AND SEIZURE **22**
STUDENT DISCIPLINE POLICY **22**
DISCIPLINE CODE 23
DUE PROCESS AND STUDENT SUSPENSIONS 25
DETENTION RELOCATED 29
DISCIPLINARY PROBATION 29
STUDENT DRIVERS **29**
STUDENT INTERNET USAGE AGREEMENT **29**
TARDIES **30**
TOBACCO POLICY **30**
TRANSPORTATION **30**
BICYCLES 30
BUSES 30
RULES FOR BUS RIDERS 31
WALKERS AND CAR RIDERS 31
VISITOR POLICY **31**
TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS **32**

NONDISCRIMINATION

There will be no discrimination in the district because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and employment. The district also provides equal access to the Boy Scouts of America and other designated youth groups. The following people have been designated to handle inquiries regarding the district's non- discrimination policies * Section 504/Title II of the Americans with Disabilities Act Coordinator (for questions or complaints based on disability) * Director of Special Services Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-8021 * Title VI of the Civil Rights Act Coordinator (for questions or complaints based on race, color and national origin) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Title IX Coordinator (for questions or complaints based on sex, pregnancy, gender, gender expression or identity)

Athletic Director Owasso Public Schools 12901 E. 86th St. N., Owasso, OK 74055 918-272-1867 * Age Act Coordinator (for questions or complaints based on age) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Any individual, who has experienced some other form of discrimination, including discrimination not listed above, may contact: * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Outside Assistance may be obtained from: * U.S. Department of Education Office for Civil Rights One Petticoat Lane 1010 Walnut Street, Suite 320 Kansas City, MO 64106 (816) 268-0550 (816) 268-0599 (Fax) (877) 521-2172 (TTY) E-mail: OCR.KansasCity@ed.gov

Policy 1.22a

The goal of this handbook is to inform parents and students of school guidelines. In addition, a goal of this handbook and all school rules is to help foster fully capable, independent, young adults. We know that goal requires the support of parents and we welcome that partnership.

OWASSO SCHOOL CALENDAR ~~2022-2023~~ ~~2024-2025~~

FIRST BLOCK:

First Day of School	~~August 17, 2023~~ August 15, 2024
Labor Day	~~September 4, 2022~~ September 2, 2024
End of First Block	~~October 13, 2023~~ October 11, 2024
Fall Break	~~October 16-20, 2023~~ October 14-18, 2024

SECOND BLOCK:

First Day of Second Block	~~October 23, 2023~~ October 21, 2024
Thanksgiving Break	~~November 20-24, 2023~~ November 25-29, 2024
End of Second Block	~~December 13, 2023~~ December 20, 2024
Winter Break December 20, 2024-January 6, 2025	~~December 20, 202-January 3, 2023~~

THIRD BLOCK:

First Day of Third Block	~~January 4, 2024 January 7, 2025~~

Martin Luther King Holiday	~~January 15, 2024~~ January 20, 2025
Professional Development Day (no students)	~~January 16, 2024~~ January 21, 2025
President's Day Holiday	~~February 19, 2024~~ February 17, 2025
End of Third Block	~~March 15, 2024~~ March 14, 2025
Spring Break	~~March 18-25, 2024~~ March 17-21, 2025

FOURTH BLOCK:

First Day of Fourth Block	~~March 26, 2024~~ March 25, 2025
Last Day (Students & Teachers)	~~May 24, 2024**~~ May 23, 2025

****All Owasso Ram Academy students and parents/guardians are required to abide by the policies and procedures contained within this handbook as well as all Owasso district policies and procedures provided in the policy manual section at www.owassops.org.**

ACADEMIC

ACADEMIC STUDY HALL

Students are expected to complete all assigned work. Students are not allowed to sleep in class, to not participate in class, or to pick and choose which assignments they complete. Students who have missing assignments may be placed in study hall in order to complete their work. Academic study hall may be assigned by the teacher, counselor, or principal before school, at lunch, or after school. Failure to attend study hall may result in disciplinary consequences.

ACADEMIC PROBATION

Students who fail one or more classes will be placed on probation and will be expected to pass all of their classes for the following academic block. Students who fail to do so may be removed from the Ram Academy Program.

CLASSIFICATION

Students are assigned a grade classification based on the number of academic credits they have earned:

Freshman	0-5 credits
Sophomore	6-9 credits
Junior	10-15 credits
Senior	16-23 credits

*23 credits are required to graduate

GRADING SCALE

GRADE	AP and COLLEGE CREDIT BEARING	ACADEMIC
A (90-100)	4.4	4
B (80-89)	4.0	3
C (70-79)	3.0	2
D (60-69)	2.0	1
F (0-59)	0.0	0

Please refer to the following Owasso Public Schools Board of Education Policy link for more information on graduation. POLICY 5.34

ATTENDANCE

ABSENCES

1. Students are allowed **FIVE total absences** in each class per nine-week academic block. Students who exceed the **FIVE** absence limit (excused and/or unexcused combined) will lose credit for the block and will be placed on attendance probation. Students who exhibit continued poor attendance will be removed from the Ram Academy.
2. Parents/guardians are strongly encouraged to monitor their student's attendance. Daily attendance records can be accessed through the parent portal.
3. Absences are considered excused through a parent phone call and/or medical documentation. Parents should always call the office in the morning at **918-272-8040** to notify the attendance secretary of an absence.
4. Absences are considered unexcused when not covered by a parent phone call and/or medical documentation.
5. School activities will NOT count against the **FIVE absence** limit.
6. In the event of absences occurring due to a chronic or recurring illness, documentation by the student's doctor indicating the nature of the chronic or recurring condition, including diagnosis is required, per policy 5.03 Even with medical documentation, students who miss excessive days will be required to repeat the classes they have missed for educational purposes. Students who are unable to attend school due to chronic illnesses or medical conditions will be referred to Owasso Virtual School.
7. In the event of absences occurring due to a chronic or recurring illness, documentation by the student's doctor indicating the nature of the chronic or recurring condition, including diagnosis is required, per policy 5.03 Even with medical documentation, students who miss excessive

days will be required to repeat the classes they have missed for educational purposes. Students who are unable to attend school due to chronic illnesses or medical conditions will be referred to Owasso Virtual School.

8. Medical documentation is due in the office no later than the end of the day the student returns to school. All medical documentation should be **faxed** directly from the doctor's office to our office at **918-272-0712.**
9. "A student who is absent from instruction without excuse for ten (10) consecutive days is to be recorded as absent each day. On day eleven (11), the pupil is to be exited from the roll" Okla. Admin. Code § 210:10-1-5. Re-enrollment will be required if the student returns to the district.

ARRIVAL AT SCHOOL

The school day is from 8:30-2:10. The school doors will open at 7:20 a.m. Once on campus property, students should come inside the building and stay. Students are not to hang out in cars or outside the building at any time during the school day.

ATTENDANCE PROBATION

Students who exceed the **FIVE** absence limit and/or have excessive tardies will be placed on attendance probation for the following academic block with the expectation that there will be no repeat of this poor attendance behavior. Students who lose credits due to repeated violations of the attendance policy may be removed permanently from this program.

BULLYING

Bullying is any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed towards a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Owasso Public Schools strives to ensure a safe environment for every student. If you have witnessed or received a report of a bullying situation, please provide information to an administrator, teacher, or counselor so the school and district can take appropriate action. Students may make a report and all information will be confidential, and if you wish you have the right to submit the report anonymously. Visit the Bullying Prevention page on the OPS website for more guidance, reporting, and resources.

Prohibiting Harassment, Intimidation and Bullying: POLICY 5.13

Statement of Legislative Mandate and Purpose

This policy is a result of the legislative mandate and public policy embodied in the School Safety and Bullying Prevention Act, 70 OKLA. STAT. § 24-100.2 et seq. ("Act"). The district intends to comply with the mandates of the Act and expects students to refrain from bullying. Bullying is

expressly forbidden and students who bully are subject to disciplinary consequences as outlined in the district's policy on student behavior. Students who bully may also be provided with assistance to end their unacceptable behavior, and targets of bullies may be provided with assistance to overcome the negative effects of bullying.

The Owasso Public Schools' student conduct code prohibits bullying. This regulation further explains the negative effects of that behavior and seeks to promote strategies for prevention.

Definition of Terms

1. Statutory definition of harassment, intimidation, and bullying:

70 O.S. §24-100.3(c) of the School Safety and Bullying Prevention Act defines the term bullying," as including, but not limited to a pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication, directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student that a reasonable person should recognize will:

A. Harm another student;
B. Damage another student's property;
C. Place another student in reasonable fear or harm to the student's property, or
D. Insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of a student.

2. The "Reasonable Person" Standard

In determining what a "reasonable person" should recognize as an act of placing a student in "reasonable" fear or harm, staff will determine "reasonableness" not from only the point of view of a mature adult, but also from the point of view of an immature child of the age of the intended victim along with, but not limited to, consideration of special emotional, physical, or mental needs of the particular child; personality or physical characteristics, or history that might cause the child to be particularly sensitive to efforts by a bully to humiliate, embarrass, or lower the self esteem of the victim; and the discipline history, personality of, and physical characteristics of the individual alleged to have engaged in the prohibited behavior.

3. General Display of Bullying Acts

Bullying for purposes of this section of the regulation, includes harassment and intimidation, and vice versa. According to experts in the field, bullying in general is the exploitation of a less powerful person by an individual taking unfair advantage of that person, which is repeated over time, and which inflicts a negative effect on the victim. The seriousness of a bullying act depends on the harm inflicted upon the victim and the frequency of the offensive acts. Power may be, but is not limited to, physical strength, social skill, verbal ability, or other characteristics. Bullying acts by students have been described in several different categories.

A. Physical Bullying includes harm or threatened harm to another's body or property, including, but not limited to, what would reasonably be foreseen as a serious expression of

intent to inflict physical harm or property damage through verbal or written speech or gestures directed at the student-victim, when considering the factual circumstances in which the threat was made and the reaction of the intended victim. Common acts include tripping, hitting, pushing, pinching, pulling hair, kicking, biting, starting fights, daring others to fight, stealing or destroying property, extortion, assaults with a weapon, other violent acts, and homicide.

B. Emotional Bullying includes the intentional infliction of harm to another's self-esteem, including but not limited to insulting or profane remarks, insulting or profane gestures, or harassing and frightening statement, when such events are considered in light of the surrounding facts, the history of the students involved, and age, maturity, and special characteristics of the students.

C. Social Bullying includes harm to another's group acceptance, including but not limited to, harm resulting from intentionally gossiping about another student or intentionally spreading negative rumors about another student that results in the victim being excluded from a school activity or student group; the intentional planning and/or implementation of acts or statements that inflict public humiliation upon a student; the intentional undermining of current relationships of the victim-student through the spreading of untrue gossip or rumors designed to humiliate or embarrass the student; the use of gossip, rumors, or humiliating acts designed to deprive the student of awards, recognition, or involvement in school activities; the false or malicious spreading of an untrue statement that exposes the victim to contempt or ridicule or deprives the victim of the confidence and respect of student peers; or the making of false statements to others that the student has committed a crime, or has an infectious, contagious, or loathsome disease, or similar egregious representations.

D. Sexual Bullying includes harm to another resulting from but not limited to, making unwelcome sexual comments about the student, making vulgar, profane, or lewd comments or drawings or graffiti about the victim; directing vulgar, profane, or lewd gestures toward the victim; committing physical acts of a sexual nature at school, including the fondling or touching of private parts of the victim's body; participation in the gossiping or spreading of false rumors about the student's sexual life; written or verbal statements directed at the victim that would reasonably be interpreted as a serious threat to force the victim to commit sexual acts or to sexually assault the victim when considering the factual circumstances in which the threat was made and the reaction of the intended victim; off-campus dating violence by a student that adversely affects the victim's school performance or behavior, attendance, participation in school functions or extracurricular activities, or makes the victim fearful at school of the assaulting bully; or the commission of sexual assault, rape, or homicide. Such conduct may also constitute sexual harassment – also prohibited by Owasso Public Schools.

E. Cyberbullying is bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can also include sharing personal or private information about someone else causing embarrassment or humiliation. Additional examples include, but are not limited to, sending cruel, vicious and sometimes threatening messages; using group chats as a way to gang up on

one person; posting mean or untrue statements of classmates online with intent to embarrass them; breaking into an email account or online profile and sending vicious or embarrassing material to others; engaging in messaging intended to trick another person into revealing sensitive or personal information and forwarding that information to others; taking nude or otherwise degrading photos or videos of a person and sharing that content.

Understanding of and Prevention of Bullying of Students

A. Student and Staff Education and Training

A full copy of this policy will be posted on the district's website and included in all district handbooks.

All staff will be provided with a copy of the district's policy on prevention of bullying of students. All students will have access to the policy in the student handbook and a copy of the entire policy is available on request. Owasso Public Schools is committed to providing appropriate and relevant training to staff regarding identification of behavior constituting bullying of students and the prevention and management of such conduct. Students, like staff members, shall participate in an annual education program that sets out expectations for student behavior and emphasizes an understanding of bullying of students, the district's prohibition of such conduct, and the reasons why the conduct is destructive, unacceptable, and will lead to discipline. Students shall also be informed of the consequences of bullying conduct toward their peers.

B. Owasso Public Schools' Safe School Committees

The safe school committee has the responsibility of studying and making recommendations regarding unsafe conditions, strategies for students to avoid harm at school, student victimization, crime prevention, school violence, and other issues which interfere with and adversely affect school safety. With respect to student harrassment, intimidation, and bullying, the safe school committee shall consider and make recommendations regarding professional staff development needs of faculty and other staff related to methods to decrease student harassment, intimidation, and bullying and understanding and identifying bullying behaviors. In addition, the committee shall make recommendations regarding: identification of methods to encourage the involvement of the community and students in addressing conduct involving bullying; methods to enhance relationships between students and school staff in order to strengthen communication; and fashioning of problem-solving teams that include counselors and/or school psychologists.

In accomplishing its objectives, the committee shall review traditional and accepted harassment, intimidation, and bullying prevention programs utilized by other states, state agencies, or school districts. (See also policy 1.43)

Student Reporting

Students are encouraged to inform school personnel if they are the victim of or a witness to acts of harassment, intimidation, or bullying. The Report and Stop Bullying form is available under the

student tab on each school site's webpage.

Staff Reporting
An important duty of the staff is to report acts or behavior that the employee witnesses that appear to constitute harassing, intimidating, or bullying. Employees, whether certified or non certified, shall encourage students who tell them about acts that may constitute intimidation, harassment, or bullying to complete a report form. For young students, staff members given that information will need to provide direct assistance to the student.

Staff members who witness such events are to complete reports and to submit them to the building principal. Staff members who hear of incidents that may, in the staff member's judgment, constitute harassment, intimidation, or bullying, are to report all relevant information to the building principal.

Parental Reporting and Responsibilities
Parents/guardians will be informed in writing of the district's program to stop bullying. An administrative response to bullying may involve certain actions to be taken by parents. Parents will be informed of the program and the means for students to report bullying acts toward them or other students. They will also be told that to help prevent bullying at school they should encourage their children to:

1. Report bullying when it occurs;
2. Take advantage of opportunities to talk to their children about bullying;
3. Inform the school immediately by using the Report and Stop Bullying form on the Owasso Public Schools' website under the parent tab if they think their child is being bullied or is bullying other students;
4. Watch for symptoms that their child may be a target of bullying and report those symptoms; and
5. Cooperate fully with school personnel in identifying and resolving incidents.

Monitoring and Compliance

In order to assist the State Department of Education with compliance efforts pursuant to the School Safety and Bullying Prevention Act, 70 OKLA. STAT. § 24-100.2 et seq., the district will identify a Bullying Coordinator who will serve as the district contact responsible for providing information to the State Board of Education.

A copy of this policy will be submitted to the State Department of Education annually as part of the school district's Annual Performance Report.

Disciplinary Measures
In administering discipline, consideration will be given to alternative methods of discipline to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Change of Placement
15. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

The above consequences will be imposed for any person who commits an act of bullying as well as any person found to have falsely accused another as a means of retaliation, reprisal, or as a means of bullying. Strategies will be created to provide counseling or referral to appropriate services, including guidance, academic intervention, and other protection for students, both targets and perpetrators, and family members affected by bullying, as necessary.

The school district is not required to provide educational services in the regular school setting to any student who has been removed from a public school or private school in Oklahoma or another state by administrative or judicial process for an act of using electronic communication with the intent to terrify, intimidate or harass, or threaten to inflict injury or physical harm to faculty or students.

CAFETERIA

BREAKFAST/LUNCH

1. A hot breakfast and lunch program is provided in the cafeteria for the benefit and convenience of both the student and parent.
2. Students may bring their breakfast or lunch, but they will be required to eat in the cafeteria.

3. Parents may sign their children out for lunch and must sign them back in when they return.
4. Breakfast/Lunch times vary by site.

LUNCH PAYMENTS/CHARGES

Students should have funds in their accounts before they attempt to purchase a meal or a la carte items on their account. Occasionally, a student may need to "charge" a breakfast or lunch on account; this means the student's account is placed in the negative in order to allow for the meal, a la carte items are not allowed to be charged. For details related to meal balances and charges, please see POLICY 5.49. ~~Students are only allowed to do this until their account reaches a negative balance of ten dollars (-$10.00) before money is required to be deposited to pay off the charges and provide for more meals. If a student has reached a balance of negative ten dollars (-$10.00), and still does not have money to pay for lunch, he or she will be asked to call home to make arrangements for lunch. Once a student reaches the maximum negative balance an alternative meal of a Cheese Sandwich, Fruit, and Milk will be provided for lunch and Toast and fruit juice will be provided for breakfast. Please call your cafeteria manager or the child nutrition offices if you find you are in a difficult situation; they may be able to work with you. Should your child have outstanding charges on the date they are approved for free or reduced price meals, you are still responsible for paying off those charges. Low balance notices are sent home with the students at least twice a week.~~ All parents/guardians are encouraged to complete a free/reduced meal application. If you should need one during the school year, forms are available online and at the school offices.

MY SCHOOL BUCKS

For your convenience, you may pay with a credit/debit card using the My School Bucks application to load money on your child's account. My School Bucks application information can be found on the Owasso Public Schools website. If you have questions or need further assistance, please call the Child Nutrition Department at (918)272-8034. POLICY 5.49

CANCELLATIONS

Announcements about school cancellations will be shared via the district's social media and will be broadcast on local radio and television stations.

CELL-PHONES/WIRELESS TELECOMMUNICATIONS

The School District desires to provide a learning environment that is free from distraction. It is the student's responsibility to ensure that all electronic devices are not in use during class hours, unless directed by the teacher to use them for educational purposes.

Any and all electronic devices, including but not limited to cell phones, smart phones, tablets, laptops, ~~MP3 players~~,smart watches, ear buds, or any other type of mobile electronic device, have a reduced expectation of privacy once they enter any school zone and may be subject to confiscation and/or search should a school violation be suspected. Possession and/or use of any personal electronic device is a privilege, not a right, that is extended to the student, which, at the discretion of the school, may be revoked should circumstances warrant and disciplinary consequences may occur. Please refer

to the following Owasso Public Schools Board of Education Policy link for more information on cell phones and mobile devices. POLICY 1.76 , 5.31

CLOSED CAMPUS

Once students are on school campus property, including the parking lot, they are not allowed to leave unless a parent calls the office and gives permission for an early dismissal. Students may **NOT** check themselves out during the day unless they are on documented self-support. Students are **NOT** allowed to leave campus without permission at any time during the day. Students are **NOT** allowed to leave for lunch.

DANGEROUS WEAPONS **RELOCATED**

Possession by any student of a dangerous weapon, as that term is defined in this policy, or a replica or facsimile of a dangerous weapon, while on school property, at a school-sponsored activity, or on a school bus or vehicle, is prohibited. Furthermore, use of any item or instrumentality by a student to threaten harm to any person or which is used to harm any person, while on school property, at a school-sponsored activity, or on a school bus or vehicle, is prohibited. A dangerous weapon includes but is not limited to any type of gun, any type of knife, explosive devices, chemical protection sprays, brass knuckles, martial arts devices, etc… An additional descriptive list is provided in the district policy manual. Students who violate this policy will be subject to out of school suspension and/or permanent removal from this program. POLICY 5.05

DIRECTORY INFORMATION

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information”:

- Student’s Name
- Photograph
- Athletic Information, including height and weight
- Grade Level (i.e., first grade, tenth grade, etc.)
- Participation in officially recognized activities and sports
- Degrees, Honors, & Awards received

Within the first three weeks of each school year, the school district will publish the above list of directory information it proposes to designate as directory information for the school year. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment. Parents or eligible students have two weeks following this publication or notice to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about their student. POLICY 5.28

~~DISCIPLINE~~

~~BULLYING~~ RELOCATED

~~Bullying is any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed towards a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Owasso Public Schools strives to ensure a safe environment for every student. If you have witnessed or received a report of a bullying situation, please provide information to an administrator, teacher, or counselor so the school and district can take appropriate action. Students may make a report and all information will be confidential, and if you wish you have the right to submit the report anonymously. Please refer to the Owasso Public Schools Board of Education Policy link for more information on Bullying. POLICY 5.13, 5.45~~

DETENTION RELOCATED

Students must serve detention as scheduled through the Counselor and/or Principal. Skipping detention more than once will result in 3 days ISP. Students who owe six or more hours of detention at one time may be assigned 3 days of ISP for excessive detention hours.

~~DISCIPLINE CODE~~ RELOCATED

~~The following behaviors at school, at school events, or while on school vehicles will result in disciplinary action, which may include in-school placement, out of school suspension and/or permanent removal from this program.~~

1. ~~Arson~~
2. ~~Altering or attempting to alter another individual's food or beverage~~
3. ~~Assault (whether physical or verbal) and/or battery~~
4. ~~Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by making or transmitting or causing or allowing to be transmitted, any telephonic, computerized or electronic message~~
5. ~~Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by broadcasting, publishing or distributing or causing or allowing to be broadcast, published or distributed, any message or material~~
6. ~~Cheating~~
7. ~~Conduct that threatens or jeopardizes the safety of others~~
8. ~~Cutting class or sleeping, eating or refusing to work in class~~
9. ~~Disruption of the educational process or operation of the school~~
10. ~~Disruption of the educational process or operation of the school~~
11. ~~Failure to attend assigned detention, alternative school or other disciplinary assignment without approval~~

~~12. Failure to comply with state immunization records~~
~~13. False reports or false calls~~
~~14. Fighting~~
~~15. Forgery, fraud, or embezzlement~~
~~16. Gambling~~
~~17. Gang related activity or action~~
~~18. Harassment, intimidation, or bullying, including gestures, written or verbal expression, electronic communication or physical acts~~
~~19. Hazing's (whether involving initiations or not) in connection with any school activity, regardless of location~~
~~20. Immorality~~
~~21. Inappropriate attire, including violation of dress code~~
~~22. Inappropriate behavior or gestures~~
~~23. Indecent exposure~~
~~24. Intimidation or harassment because, of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information, including but not limited to: (a) assault and battery; (b) damage, destruction, vandalism or defacing any real or personal property; or threatening, by word or act, the acts identified in (a) or (b)~~
~~25. Obscene language~~
~~26. Physical or verbal abuse~~
~~27. Plagiarism~~
~~28. Possession or distribution of a caustic substance~~
~~29. Possessing, distributing or viewing obscene materials, including electronic possession, distribution or viewing (sexting)~~
~~30. Possession, without prior authorization, of a wireless telecommunication device~~
~~31. Possession, threat or use of a dangerous weapon and related instrumentalities (i.e., bullets, shells, gun powder, pellets, etc.)~~
~~32. Possession, use, manufacture, distribution, sale, purchase, conspiracy to sell, distribute or possess or being in the chain of sale or distribution, or being under the influence of (a) alcoholic beverages, low-point been (as defined by Oklahoma law, i.e., 3.2 beer), (b) any mind altering substance, except for medications taken for legitimate medical purposes pursuant to district policy, including but not limited to prescription medications for which the individual does not have a prescription, or medications used outside their intended, therapeutic purpose, (c) paint, glue, aerosol sprays, salts, incense and other substances which may be used as an intoxicating substance, or (d) any substance believed or represented to be a prohibited substance, regardless of its actual content.~~
~~33. Possession of illegal and/or drug related paraphernalia~~
~~34. Possession or claimed possession of prescription and/or non-prescription medicine while at school and school related functions without prior district approval~~
~~35. Profanity~~
~~36. Purchasing, selling and/or attempting to purchase or sell prescription and nonprescription medicine while at school and school related functions.~~
~~37. Sexual or other harassment of individuals including, but not limited to, students, school employees, volunteers~~
~~38. Theft~~

39. ~~Threatening behavior, including but not limited to gestures, written, verbal, or physical acts, or electronic communications~~
40. ~~Truancy~~
41. ~~Use, possession, distribution or selling tobacco or tobacco related products in any form, including but not limited to cigarettes, cigars, loose tobacco, rolling papers, chewing, tobacco, snuff, matches, lighters, e-cigarettes, personal vaporizers, electronic nicotine delivery systems, and any cartridge, container or product designed to be used in conjunction with these delivery systems, regardless of the nicotine content of the product.~~
42. ~~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~~
43. ~~Using racial, religious, ethnic, sexual, gender or disability-related epithets~~
44. ~~Vandalism~~
45. ~~Violation of board of education policies, rules or regulations or violation of school rules and regulations including, but not limited to, disrespect, lingering in restrooms, running in halls, bringing unauthorized items to school, inappropriate or unauthorized use of cellular phones or other electronic media, name calling, destroying or defacing school property~~
46. ~~Vulgarity~~
47. ~~Willful damage to school property~~
48. ~~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 and immediate negative effect on the discipline or education process or effectiveness of the school, could also result in disciplinary action, which may include in-school placement options or out of school suspension and/or removal from this program. In-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out of school suspensions and do not require or involve due process procedures. For out of school suspension/ due process procedures please see the building principal.~~

DRESS CODE

The school policies are the result of the cooperative effort of the school board and the administration. It is understandable that criteria be established to prohibit extreme styles and designs in clothing which might disrupt the education process or endanger the health and safety of pupils. The following dress and grooming policy applies at school, while on school vehicles, or going to or from or attending school events.

1. Students will not wear clothes or accessories showing vulgar, profane, or obscene images, words, or numbers, or anything promoting tobacco, alcohol, drugs, or related items. ~~Students will not wear clothing or accessories that display pictures, lettering, or numbering that is profane, vulgar, repulsive, obscene, or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, low-point beer, drugs, drug related items, or paraphernalia.~~
2. Midriffs, halter tops, backless dresses, and sleeveless garments resembling tank tops are not permitted. Clothing should not expose or display undergarments.
3. Shorts, skirts, dresses, and holes in pants should cover the upper to mid-thighs and should not expose undergarments.
4. All students are required to wear shoes. No exceptions except for medical reasons.

5. ~~Students will not wear hats, caps, stocking caps, or hoodies covering the head while in the building. No exceptions except for medical reasons.~~ Any item that obscures the eyes, face or ears that creates a distraction or is a safety issue must not be worn. Exceptions to the rule can be made for medical or religious reasons upon administrative approval.
6. Costumes and costume accessories are not permitted, except for specified school events or designated spirit weeks.
7. Facial and body piercings that disrupt the educational process or endanger the health and safety of students will not be permitted.

****The building principal has the final determination in what is and what is not acceptable attire at school.**

DRUGS/ALCOHOL

1. Illegal and Illicit Drugs and Alcohol
    a. Use of illicit drugs and unlawful possession and use of alcohol is wrong and harmful.
    b. Students are prohibited from using, being under the influence of, possessing, furnishing, distributing, selling, conspiring to sell or possess or being in the chain of sale or distribution of alcoholic beverages, non-intoxicating alcoholic beverages (as defined by Oklahoma law, i.e., 3.2 beer), illegal or illicit drugs, or other mood-altering substances at school, while on school vehicles, or at any school-sponsored event.
    c. "Illicit drugs" includes steroids and prescription and over-the-counter medications being used for an abusive purpose, i.e., when they are not used in compliance with the prescription or directions for use and are not being used to treat a current health condition of the student.
    d. "Mood-altering substances" include, but are not limited to, paint, glue, aerosol sprays, salts, incense, and other substances which may be used as an intoxicating substance.
    e. Violation of this policy will result in imposition of disciplinary measures, which may include suspension for the remainder of the current block and the following block and/or removal from this program.
    f. Student violation of this rule which also constitutes illegal conduct will be reported to law enforcement authorities.

EMERGENCY PROCEDURES

FIRE DRILL PROCEDURES

- Each building is equipped with its own fire alarm signal and procedure.
- Students will know and use the proper exit from anywhere in the school building.
- Students will evacuate the building immediately in a proper manner.
- Teachers will check rolls once clear of danger.
- Fire Drills are practiced on a regular basis.

TORNADO DRILL PROCEDURES

- Each building is equipped with its own tornado alarm signal and procedure.
- Students will 'duck and cover' in areas designated by the building principal.

- Tornado Drills are practiced on a regular basis.

SECURITY DRILLS

- Security drills are practiced on a regular basis.
    a. lockdown drills - security threat inside the building
    b. lockout drills - security threat outside the building

In the event of an emergency, parents or guardians are encouraged NOT to initially respond to the school during a crisis. This will allow city and school officials to assess the situation and activate the school's crisis plan. Should there be an emergency (national, local or school), **parents are asked to:**

- Cooperate with safety and school officials.
- Wait for notification of how and when to respond. This notification will come via the Owasso Public School's communication tools and local media. ***It is imperative that you refrain from using cell phones to contact your student as the overload will impair emergency personnel from performing their duties.***

FERPA

The Board of Education intends to comply with the Family Educational Rights and Privacy Act (FERPA). Questions regarding the district policy and FERPA may be directed to the principal at the school site or the Owasso Public School Education Service Center at 1501 N. Ash, 918-272-5367. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on student Records. POLICY 5.28

GANG POLICY

The following is prohibited at Owasso Public Schools at school, while on school vehicles or going to or from or attending school events (home and away):

1. Possessing, wearing, using, distributing, or displaying any sign, symbol, badge, color, or other item that is evidence of affiliation with or membership in a gang.
2. Wearing pants below the waistline (sagging and bagging) or wearing caps, bandannas, handkerchiefs, shoe strings or other items associated with gang-related behavior.
3. Participating in any act, either verbal or nonverbal, to include gestures, expression, handshakes, sign, etc. that may indicate an affiliation with or membership in a gang.
4. Participating in any act that may further the interest in a gang affiliation or gang membership such as, but not limited to, writing or inscribing of gang-related graffiti to include messages, symbols or signs on school property.
5. Wearing hats or caps inside the building.

Violation of this policy will result in disciplinary action up to and including suspension out of school for the current block and the following block and/or removal from this program and, if appropriate, the filing of criminal charges, depending on the severity of the infraction.

GUIDANCE AND COUNSELING

Students in alternative education programs are required to participate in guidance and counseling services. The school counselor will visit with each student about his/her individual graduation plan as well as career planning, post-high school education, and financial aid. The school counselor will also

provide individual counseling as needed. In addition, outside agencies will provide individual and group counseling services throughout the school year. These agencies include but are not limited to Tristesse Grief Center, Youth Services of Tulsa, the Tulsa Health Department and CREOKS.

HEALTH SERVICES

The Health Services Department serves our students and schools in a variety of areas. Please see the health services page on our district website for specific information regarding:

- COVID - 19
- Flu
- Immunizations
- Lice
- Meningitis
- MRSA
- Pink Eye

MEDICATION

Except for provisions allowed in the district Medication Administration Policy, **students may not retain possession of or self-administer any medication.** Student's requiring medication at school must report to the School Nurse for appropriate paperwork and storage of medication. **Narcotic medication will not be stored or administered at school by school personnel.** The Medication Administration Policy is available in the Nurse's office and on the school website. **Violation of this policy may result in discipline, including out of school suspension.** POLICY 5.01

MENINGITIS INFORMATION

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called Neisseria meningitis. The disease causes either meningitis, severe swelling of the brain and spinal cord or meningococcemia, a serious infection of the blood.

Vaccines can prevent many types of meningococcal disease, but not all types. This vaccine is not required to attend kindergarten through the 12th grade in Oklahoma. However, it is required for students who are enrolling in colleges and other schools after high school who will live in dormitories or on-campus student housing. For more information, contact your healthcare provider, local county health department or visit the National Meningitis Association website at www.nmaus.org. Please refer to the following Owasso Public School website link for more information about Meningitis. OPS Health Services/Meningitis

OPEN TRANSFERS

A request for a transfer into this district initiated by or on behalf of a nonresident student will be approved or denied in accordance with district policy. Priority for space and resources is assigned to resident students and the children of Owasso Public Schools staff. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on open transfers. POLICY 5.20

PARENT BILL OF RIGHTS

Owasso Public Schools are in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent.
25 O.S. Section 2001 Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Parents Bill of Rights POLICY 1.69

PARENT/TEACHER CONFERENCES

Parent/guardian/teacher conferences will be held one evening per block. Invitations will be emailed by the student's advisory teacher.

Parents/guardians may also request a conference with teachers at any time during the school year. The principal, counselor, or teachers also may request a conference as needed.

PROTECTION OF PUPIL RIGHTS (PPRA)

PPRA affords parents certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes and certain physical exams. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Protection of Pupil Rights Amendment. POLICY 1.38
Parents who believe their rights have been violated may file a complaint with:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue,
SW Washington, D.C. 20202-5920
1-800-872-5327

RESIDENCY

Oklahoma law provides a definition of "residence" for children attending school at 70 O.S. Section 1-113. If a child is between the ages of five and twenty-one, they are entitled to attend school free of charge in the district of residence. State law provides that a child's residence for school purposes is the school district in which the (1) parents, (2) guardian or (3) person having legal custody of the child holds legal residence. Children may also establish residency if their attorney-in-fact is a resident of the district. Owasso Public Schools does not permit students to establish residency based on the affidavit of a person who has assumed permanent care and custody of the child under Okla. Stat. tit. 70 O.S. Section 1-113. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on residency POLICY 5.23

SEARCH AND SEIZURE

The superintendent, principal, teacher, or security personnel of Owasso Public Schools, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable. Students have no reasonable expectation of privacy rights in the contents of school lockers, desks, and other school property. Students who drive a vehicle onto school property do so as a privilege afforded them by the School District and not as a right.

Accordingly, any student who drives a vehicle of any kind to school and parks that vehicle on school property is deemed to authorize a search of the vehicle by the superintendent, principal, teacher, or security personnel at any time and for any reason deemed appropriate by the school principal or the Superintendent of Schools. Any student who refuses to peaceably submit his/her vehicle to a search when requested to do so may be suspended out of school for such refusal. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on search and seizures. Oklahoma HB 1634 (2023) allows for the search of shoes and hand and head coverings. POLICY 5.19, 5.29

STUDENT DISCIPLINE POLICY

One of the most important phases of a person's educational development is that of learning proper behavior, cooperation, respect, and self-discipline. Without these characteristics, it is difficult for a person to maintain the proper attitude to develop intellectually. It is the school's responsibility as a part of the total educational process to assist the student in the development of self-discipline.

The following discipline methods may be assigned by the principal or assistant principal for a student that engages in any of the behaviors listed under the Discipline Code section while at school, while on school vehicles, or going to or from or attending school events:

1. **Counseling**- May involve the classroom teacher, counselor, or administrator.
2. **Removal from class (non-appealable)** – Students will be allowed to come to school, but will be isolated from certain class periods.
3. **Detention (non-appealable)** – Students will be required to study, complete assignments, or do other school work during detention.
4. **School Service (non-appealable)**- School service may be used in lieu of other normally assigned disciplinary actions. Service opportunities may include, but are not limited to cleaning cafeteria tables, grounds beautification, general cleaning, etc.
5. **Alternative In-School Placement (non-appealable)**- Students will be allowed to come to school, but will be isolated or restricted from the main flow of daily routine. School

administrators will decide how many days of in-school placement a student serves based on the severity of the offense. In school placement stays will be communicated to the parent or guardian by the school administrator.

6. **Out of School Suspension (appealable)-**Students may be suspended out of school as a result of a major offense, multiple offenses, or repeated offenses. Length of short-term suspensions may include 1-10 school days. Length of long-term suspensions will be 11 days or more, up to or including one calendar year for long-term based on the level of offense(s).
7. **Change of Placement (appealable) –** Students may receive a change of placement to an alternative educational setting in lieu of an out-of-school suspension lasting more than 10 days or up to one calendar year for long-term based on the level of offense(s).

DISCIPLINE CODE

The principal or assistant principal shall have the authority to assign any of the above disciplinary options to any student who engages in the following behavior at school, on school grounds, while on school vehicles, or going to or from, or attending school events:

1. Arson
2. Altering or attempting to alter another individual's food or beverage
3. Assault (whether physical or verbal) and/or battery
4. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by making, transmitting, causing, allowing to be transmitted, broadcasting, publishing, distributing, causing, or allowing to be broadcast, published or distributed, any message, material, telephonic, computerized or electronic message.
5. Cheating - violations of OHS Academic Honesty Policy
6. Conduct that threatens or jeopardizes the safety of others
7. Cutting class or sleeping, eating or refusing to work in class
8. Disruption of the educational process or operation of the school
9. Extortion
10. Failure to attend assigned detention, alternative school, or other disciplinary assignment without approval
11. Failure to comply with state immunization records
12. False reports or false calls
13. Fighting
14. Forgery, fraud, or embezzlement
15. Gambling
16. Gang related activity or action
17. Harassment, intimidation, or bullying, including gestures, written or verbal expression, electronic communication or physical acts
18. Hazing's (whether involving initiations or not) in connection with any school activity, regardless of location
19. Immorality
20. Inappropriate attire, including violation of dress code
21. Inappropriate behavior or gestures
22. Indecent exposure

23. Intimidation or harassment because, of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information, including but not limited to: (a) assault and battery; (b) damage, destruction, vandalism or defacing any real or personal property; or threatening, by word or act, the acts identified in (a) or (b)
24. Obscene language
25. Physical or verbal abuse
26. Plagiarism-violations of OHS Academic Honesty Policy
27. Possession or distribution of a caustic substance
28. Possessing, distributing or viewing obscene materials, including electronic possession, distribution or viewing (sexting)
29. Possession, without prior authorization, of a wireless telecommunication device
30. Possession, threat or use of a dangerous weapon, replica weapons, toy guns/facsimile and related instrumentalities (i.e., bullets, shells, gun powder, pellets, etc.)
31. Possession, use, manufacture, distribution, sale, purchase, conspiracy to sell, distribute or possess or being in the chain of sale or distribution, or being under the influence of (a) alcoholic beverages, low-point beer (as defined by Oklahoma law, i.e., 3.2 beer), (b) any mind altering substance, except for medications taken for legitimate medical purposes pursuant to district policy, including but not limited to prescription medications for which the individual does not have a prescription, or medications used outside their intended, therapeutic purpose, (c) paint, glue, aerosol sprays, salts, incense and other substances which may be used as an intoxicating substance, or (d) any substance believed or represented to be a prohibited substance, regardless of its actual content.
32. Possession of illegal and/or drug related paraphernalia
33. Possession or claimed possession of prescription and/or non-prescription medicine while at school and school related functions without prior district approval
34. Profanity
35. Purchasing, selling and/or attempting to purchase or sell prescription and nonprescription medicine while at school and school related functions.
36. Sexual or other harassment of individuals including, but not limited to, students, school employees, volunteers
37. Theft
38. Threatening behavior, including but not limited to gestures, written, verbal, or physical acts, or electronic communications
39. Truancy
40. Use, possession, distribution or selling tobacco or tobacco related products in any form, including but not limited to cigarettes, cigars, loose tobacco, rolling papers, chewing, tobacco, snuff, matches, lighters, e-cigarettes, personal vaporizers, electronic nicotine delivery systems, and any cartridge, container or product designed to be used in conjunction with these delivery systems, regardless of the nicotine content of the product.
41. 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
42. Using racial, religious, ethnic, sexual, gender or disability-related epithets
43. Vandalism
44. Violation of board of education policies, rules or regulations or violation of school rules and regulations including, but not limited to, disrespect, lingering or in restrooms, running in

halls, bringing unauthorized items to school, inappropriate or unauthorized use of cellular phones or other electronic media, name calling, destroying or defacing school property

45. Vulgarity
46. Willful damage to school property
47. 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 and immediate negative effect on the discipline or educational process or effectiveness of the school, will also result in disciplinary action. Examples of immediate negative effects include, but are not limited to, electronic communication, negative reaction by the victim, overt face to face confrontations at school or school events, etc. Students found in violation of any of the above may receive disciplinary action. Any student who is determined to have brought a firearm on school grounds under the jurisdiction of the School District shall be suspended out of school for a period of not less than one calendar year. **Participation in the school's extracurricular activities is a privilege, not a right**. When a student's behavior results in an out-of-school suspension, Change of Placement (COP), or In-School Placement (ISP), the student immediately (notwithstanding the filing of an appeal) forfeits the privilege of participating in all extracurricular activities of the school. In addition, when the principal determines to impose alternative in-school placement or other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the student's offense.

DUE PROCESS AND STUDENT SUSPENSIONS

Alternative in-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve due process procedures.

Suspension and Change of Placement Terms

All suspensions and changes of placement will have a definite start and end date. The term may be reduced if a student performs a specified remedial act if those conditions are agreed to at the time of the suspension or change of placement. Term lengths will be as consistent as possible between students considering the nature of the conduct and the previous disciplinary history of the student.

Long-term suspensions and changes of placement are those in excess of ten (10) school days. Suspensions and changes of placement will not extend beyond the current school semester and succeeding semester, except in the case of possession of a firearm, in which case a suspension shall be for a period of not less than one (1) calendar year. Suspensions involving firearms are governed by the school district's Gun-Free Schools Student Suspension policy.

Short-term suspensions are those suspensions of ten (10) or fewer school days.

Short-Term Suspension Appeals (10 or fewer days)

A parent or student may appeal the suspension decision to a site committee. The principal shall inform the parent/student of the right to appeal the suspension and the method for appealing. An appeal must be presented, electronically or in writing, to the principal within three (3) days(excluding days when school is not in session) after the parent/student receives the principal's decision. If the principal does not receive a written appeal within three (3) days (excluding days when school is not in session) of the decision, the principal's suspension decision is final. The principal shall assemble a committee within three (3) days (excluding days when school is not in session) of receiving the parents request to appeal and that committee shall consist of the following members.

- A principal or assistant principal from a different school.
- A teacher of the student's choice.
- A teacher from the same site who has not had the student in class.

During the time of the appeal the student will be placed in In-House Suspension and the days spent in In-House Suspension will not count towards days of suspension.

Long-Term Suspension or Change of Placement Appeals

Site Level - 1st Level of Appeal

A parent or student may appeal the suspension or change of placement decision to a site committee. The principal shall inform the parent/student of the right to appeal the suspension or change of placement and the method for appealing.

An appeal must be presented, electronically or in writing, to the principal within five (5) days (excluding days when school is not in session) after the parent/student receives the principal's decision. If the principal does not receive a written appeal within three (3) days (excluding days when school is not in session) of the decision, the principal's decision is final. The principal shall assemble a committee within five (5) days (excluding days when school is not in session)of receiving the parents request to appeal and that committee shall consist of the following members.

- A principal or assistant principal from a different school.
- A teacher of the student's choice.
- A teacher from the same site who has not had the student in class.

During the time of the appeal, the student will be placed in In-House Suspension and the days spent in In House Suspension will not count towards days of suspension or change of placement.

District Level - 2nd Level of Appeal

In the event the complainant does not accept the decision of the review committee, he/she may appeal to the Assistant Superintendent of Teaching and Learning, who will assemble a 5 person committee of district level administrators.. The request to appeal must be received by the Assistant Superintendent of Teaching and Learning within 5 days (excluding days when school is not in session) after the parent receives the decision from the site-level committee. If the request is not received within this time-frame, the site-level committee decision is final. In the event the complainant does not accept the decision of the Assistant Superintendent of Teaching and Learning, he/she may appeal to the Owasso Board of Education, within 5 days (excluding days when school is not in session) of receiving the decision from the assistant superintendent.

Board of Education or Designated Hearing Officer - 3rd Level of Appeal

An appeal must be presented, electronically or in writing, to the superintendent within five (5) days (excluding days when school is not in session) days after the parent/student receives the assistant superintendent's decision. If the superintendent does not receive a written appeal within five (5) days (excluding days when school is not in session) of the assistant superintendent's decision, the assistant superintendent's decision is final. If the board receives a timely written appeal request, the board or an appointed hearing officer, will hear the appeal as soon as possible. This decision is final and non-appealable.

Board Hearing Procedures

The parent/student will be notified in writing of the date, time and place of the hearing and will have the right to choose an "open" or "closed" hearing. Reasonable efforts will be made to accommodate the work schedule of parents. The following procedures will be followed:

1. The board president or the appointed hearing officer should:

    a. Announce that the next agenda item is a suspension or change of placement review hearing.

    b. Ask whether the parent/student wants the hearing to be open to the public or in executive session. The offer of an open hearing and the response is to be made a part of the minutes of the meeting. If the parent/student requests a closed hearing, a motion to go into executive session per their request should be made and voted on.

2. The board president or hearing officer should advise the parent/student:

    a. That they are entitled to legal counsel, if they desire it.
    b. That the administration will present its witnesses first and that after each witness the parents or their legal counsel will be given an opportunity to cross-examine.
    c. That the parent/student will be given an opportunity to call any relevant witnesses and present any relevant evidence, subject to cross-examination by the

administration's legal counsel.
d. That the board or its hearing officer will consider the evidence and documents and reach a decision that will be recorded by vote in open session.
e. That the parent/student may ask any questions about the procedure.

3. Administration may call witnesses and present documents subject to cross-examination.

4. Parent/student may call any witnesses and present documents subject to cross-examination.

5. After each witness is presented board members or the hearing officer may ask the witness questions.

6. Parent/student's closing statement.

7. Administration's closing statement.

8. Deliberate in private. (If the hearing is not in executive session, the board or its hearing officer may deliberate in executive session only with permission of the parent/student.)

9. Return to open session and vote. After adopting a motion making certain findings of fact the board must make a motion to:

a. affirm the suspension;
b. modify the suspension or change of placement (increase or decrease severity of the suspension or change of placement)
c. revoke the suspension or change of placement. If the hearing is before a hearing officer, no motions will be required as a part of the hearing process; otherwise, the hearing officer will have the same obligations as the board when rendering a decision.

Attendance at School Pending Appeal Hearing

Pending an appeal of the student suspension or change of placement, the student will have the right to attend school under such "in-house" restrictions as the principal deems proper, except that at the discretion of the principal, the student may be prohibited from attending school pending any appeal hearing if in the judgment of the principal the student's continued presence in the building will constitute an immediate danger to the health or safety of students, school employees, school property, or would be a substantial disruption of the educational process. The days in "in-house" will not count toward the days of out of school suspension.

Please refer to the following Owasso Public Schools Board of Education Policy links for more information on Student suspension and appeals process. POLICY 5.26, 5.57

DETENTION RELOCATED

Students must serve detention as scheduled through the Counselor and/or Principal. Skipping detention more than once will result in 3 days ISP. Students who owe six or more hours of detention at one time may be assigned 3 days of ISP for excessive detention hours.

DISCIPLINARY PROBATION

Students who repeatedly violate Owasso Ram Academy and District policies will be placed on disciplinary probation. Students who violate the terms of their probation contract may be removed permanently from this program.

STUDENT DRIVERS

Students who violate any of the following requirements may be subject to disciplinary measures and/or may lose the privilege to drive to school:

1. All student drivers must register their vehicle with the office.
2. Student drivers must have a current, valid Oklahoma driver's license and proof of insurance.
3. Reckless driving and speeding are absolutely prohibited.
4. Students are to park only in designated areas.
5. Students are not allowed to congregate in the parking lot or to hang out in cars before, during, or after school.
6. The use of tobacco products or e-cigs in the vehicle while still on school property is not permitted.

STUDENT INTERNET USAGE AGREEMENT

As a part of the resources available to students, the district provides internet access at each school site. The district intends for this resource to be used for educational purposes and not to be used for conduct which is harmful. Any individual using district resources to engage in electronic or digital communications has no expectation of privacy. Furthermore, students must be cognizant of the fact that electronic or digital communications which occur on private equipment are often permanently available and may be available to school administrators. It is presumed users will comply with district standards and will honor the district's policies, rules and regulations. Regarding school internet and computer, electronic, or digital usage, the following are not permitted.

- Displaying or sharing offensive messages, pictures, or site addresses
- Damaging computers, computer systems, computer networks or computer services
- Violating copyright laws
- Downloading, uploading, or distributing software
- Using obscene language
- Harassing, attacking or insulting others
- Cyberbullying
- Illegally accessing content through District network applications or equipment, or bypassing software parameters set in place by the District

For more information please see the Owasso Public School Student Technology Use Agreement.
Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Electronic and Digital communication. POLICY 1.76

TARDIES

Students are to be inside their classroom when the bell rings. Students who are late to any hour will be required to get a tardy slip from the office. Any tardy consisting of 10 or more minutes will be recorded as an unexcused absence. Chronic tardiness will result in the following:

4th Tardy	1 hour of detention
5th Tardy	2 hours of detention
6th Tardy	Parent will be contacted

TOBACCO POLICY

Students are not allowed to use tobacco or be in possession of tobacco in school buildings, school vehicles, including buses, or on the school campus. Possession of tobacco will be defined as any form of tobacco being on a student's person or in his/her purse, locker, gym bag, or vehicle. Electronic cigarettes and/or vaping products are not allowed. Violation of this policy will result in disciplinary action.

TRANSPORTATION

BICYCLES

The parent should consider the following recommendations:

1. The bicycle should be in good repair and meet all safety standards.
2. The rider should know and observe all traffic laws.
3. Bicycles are to be parked at the bicycle rack upon arriving at school and not ridden again until school is dismissed.
4. The school will not be held responsible for stolen bikes. **We strongly recommend padlocks on bicycles.**
5. Students are to walk their bicycles at all times while on school grounds.

BUSES

Transportation in district-owned buses is furnished to students who reside one and one-half miles or more from the school. All buses used by the Owasso Schools meet the requirements of the State Board of Education and operate in compliance with their regulations. All students are expected to regard the bus as a classroom and conduct themselves appropriately. Safety is stressed at all times.

The driver of the bus is a school official and has the same authority as a classroom teacher over the students in his/her care. After a student gets on the bus, he/she is under the supervision of the bus driver and is expected to help him maintain discipline in order to prevent serious accidents. The driver has authority and is expected to look after the welfare of all students under his/her care. Any student may be removed from the bus that persists in disobeying regulations. After getting on the bus, no student is to depart from the bus until it reaches school in the morning or arrives at the designated

place for him/her to leave the bus in the evening, except by special permission from the driver. **A note signed and dated by the parents would be necessary for permission to be given for the student to ride a different bus than normal.**

RULES FOR BUS RIDERS

1. Bring a note signed by your parent if you are to do anything other than ride your usual bus. The note is due the day of the change**. An unexpected change in afternoon plans must be called in before 1:00 p.m.**
2. Use a safe route in walking to and from the bus stop. Walk facing traffic, if at all possible.
3. Be on time at school bus stops. Avoid having to run to catch the bus or having the school bus wait for you.
4. Always use the handrail when getting on or off the school bus.
5. Be seated immediately.
6. Keep the aisle clear.
7. Keep all parts of your body inside the bus at all times.
8. Do not throw things out of the school bus windows.
9. Do not eat or drink while on the school bus.
10. Do not be loud or boisterous.
11. Absolutely no distracting behavior is allowed on the school bus.
12. Complete silence at railroad crossings is needed.
13. When unloading to cross the street, always walk to the front of the bus and wait for the driver to motion you across the street.
14. Do not walk behind the school bus when it is loading and unloading.
15. Do not open or close the school bus doors.

WALKERS AND CAR RIDERS

1. Walkers and car riders should NOT arrive before 7:20 a.m.
2. Parents of walkers should advise their children not to accept rides from strangers.
3. It is best if students who are walking to school have a definite route, agreed upon by parents, and child to follow to and from school. Students should use the designated crosswalk and obey the directives of the crossing guard.
4. Parents should not leave their children at a school outside of school hours as the supervision of students is a priority.

VISITOR POLICY

All visitors should report to the office upon arrival. For security reasons, unidentified visitors will be asked for identification, required to use the safe school identification system and may be required to leave campus. Students should not invite guests to campus without prior authorization from the building principal. Parents/ guardians who wish to meet with a teacher, counselor, or the principal should call ahead and schedule an appointment so as not to interfere with the educational process.

TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS

Students are responsible for the textbooks and chromebooks issued to them**.** Each student will be expected to pay for any textbooks or chromebooks lost or damaged. The fee for damages varies depending upon the severity of damage. Lost or damaged textbooks, library books, and chromebooks will be assessed at replacement value. Parents will be notified by school staff when materials are lost or damage occurs that results in an expense to parents.

The Student Technology Insurance Program has been established to provide parents the opportunity to purchase insurance for 1:1 student technology devices. The insurance program is voluntary, but families are highly encouraged to participate.

Approved by Board the Board of Education on 7/17/23

AMERICAN COLLEGE
of EDUCATION®

Principal/Building Level Administrator Field Experience Affiliation Agreement

Between American College of Education. Inc.

&

_____Owasso Public Schools_____

This Affiliation Agreement for Principal/Building level Field Experience(s) is made and entered into by and between INSTITUTION (Newport News Public Schools) and American College of Education ("**ACE**"/**or "the College**"), located at 101 West Ohio Street, Suite 1200, Indianapolis, Indiana 46204, (**individually "Party", collectively "Parties"**) to which the Parties are bound to the following obligations, responsibilities, and terms.

I. PURPOSE and DEFINITIONS:

A. The purpose of this Affiliation Agreement is two-fold:

i. To establish principal/building level administrator Practicum experience opportunities and establish the obligations of each Party for continuing on-site administrative practicum/internship/ or externship (hereinafter "**Experiences(s)**") required of students (hereinafter "**Program Student(s)**") who are enrolled in the College's Master of Education in Educational Leadership program.

ii. To establish a partnership with Public School District's and form a collaborative working relationship to contribute to the continuous improvement of the College's educator preparation programs.

The determination of the process and type of collaborative environment, frequency and type of partnership communications shall be voluntary and at the sole discretion of the District or entity.

B. Building level administrators (hereinafter ""**Principal Mentors or "Mentors"**) employed with the Owasso Public Schools (hereinafter "**the Site**") will prepare students enrolled in ACE's programs for successful careers as administrative leaders by providing proper instruction, guidance and oversight during the completion of the Program Students' Experiences.

II. Educator Preparation Program Descriptions:

ACE is an online college headquartered in Indianapolis, Indiana and is accredited by The Higher Learning Commission (HLC), the Council for Accreditation of Educator Preparation (CAEP) and state approved by the Indiana Commission on Higher Education (IN CHE) to offer educational programs and certificates.

- The College's **Master of Education in Educational Leadership program** prepares educators for a leadership role in the school and district. Successful completion of the program will result in ACE Master of Education in Educational Leadership (EL) program students' (hereinafter "Program Student(s)") recommendations for building-level principal licensure in the state of Indiana or other designated states. Educational Leadership students will be required to document a minimum of 120 internship clock hours congruent with Indiana Department of Education requirements.

AMERICAN COLLEGE
of EDUCATION®

III. Obligations and Responsibilities:

Pursuant to the purpose and terms listed in this Affiliation Agreement, the parties agree to the obligations and responsibilities as follows:

The College agrees:

A. To prepare the Program Students for the Experience by means of coursework designed to support them with the methods and protocol for administration of elementary and secondary schools.

B. To assign an ACE Field Supervisor to facilitate communication as applicable between the School, the Sites, the Mentors, and Program Students, including, but not limited to, periodic video conferences and written communication.

C. To ensure the Program Students understand they may be required to provide evidence of/or procurement of professional liability insurance at their own expense before starting or for approval of the Experience, dependent on the Site(s)' requirements, policies or procedures.

D. To ensure the Program Students understand they are required to conduct themselves according to the professional and ethical standards of educators and are responsible for complying with all policies and procedures governing ACE, the School, and the Site(s). This includes, but is not limited to:

1. Adhering to all applicable federal, state and local laws.
2. Performing all duties professionally and ethically, while maintaining confidentiality, and reading and adhering to ACE, the School and the Site(s) policies, procedures, handbooks, and operating standards.
3. Following the direction and supervision of related ACE personnel and all reasonable and lawful directions from the School and Site(s) officials during the Experience.

AMERICAN COLLEGE
of EDUCATION®

4. Understanding their responsibility for leadership tasks with appropriate unit/lesson plans under the supervisor of the Mentor.

The School agrees:

A. To ensure the Mentor's at Site(s) are fully aware of their responsibilities.

B. To ensure the Mentor's at Site(s) keep the ACE Field Supervisor fully informed of the Program Student's performance by promptly responding to requests for communication, including, but not limited to, video conferences and written performance evaluations.

C. To ensure those individuals selected as Principal Mentors meet ACE's requirements for serving as administrative Mentors.

These requirements are as follows:

For Principals Mentors

1. Must hold a current building-level administrator certification.
2. Must be currently employed as a building principal or assistant principal.
3. Must have at least two years' experience in a leadership role.
4. Must have no immediate associations with the student. (i.e. related)
5. Must be willing to take on all responsibilities for mentoring the program student as described in the Educational Leadership Handbook.

AMERICAN COLLEGE
of EDUCATION®

IV. TERMS and CONDITIONS:

A. Term of Agreement

This Affiliation Agreement is effective as of the Effective Date and shall stay in force until terminated by either party.

B. Termination of Agreement

The College or the School may terminate this Affiliation Agreement for any reason upon receipt of written notice from one party to another.

C. Modification

This Agreement may not be waived, altered, modified, supplemented, or amended in any manner except by written agreement signed by both parties.

D. Nondiscrimination

The Parties agree to fully comply with the requirements of Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of gender, the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, religion, sex, and national origin, Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in programs and activities, public and private, that receive federal funding, the Americans with Disabilities Act of 1990, which requires the provision of reasonable accommodations where feasible, and all other applicable federal, state and local laws.

E. Family Education Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act, or FERPA, (20 U.S.C. §1232g; 34 CFR Part 99) is a federal law that preserves students' privacy of and protects against unauthorized third-party access to students' education records. In accordance with FERPA, neither ACE, the School, nor Student Experience Sites may share Program Students' PII with a third party without the student's consent.

F. **Mutual Waiver of Liability**

Each Party to this Affiliation Agreement agrees to hold the other Party jointly and severally harmless for all losses, injuries and other damages incurred due to any activities undertaken during the Experience referred to herein, with the exception of intentional torts, ordinary and gross negligence, willful misconduct and willful violation of any applicable federal, state or local laws. This waiver of in no way affects the rights to remuneration afforded under any insurance policy maintained by any Party hereto.

G. **Insurance**

As applicable, College will maintain at its sole expense General Liability Insurance as required by the site in covering the College and its instructor's and will require each Program Student to maintain at his/her own expense, if required by the Site, professional liability insurance coverage meeting the requirements of the Site covering such Program Student's activities while at the Site.

H. **Applicable Law and Venue**

This Affiliation Agreement shall be construed according to Washington State law and subject to the jurisdiction of its courts. Furthermore, the parties agree that any suits or actions brought by either party against the other shall be filed in a court of competent jurisdiction in Kitsap County.

I. **Entire Agreement**

This Affiliation Agreement reflects the complete and accurate understanding of each Party and supersedes all other agreements, whether oral or written. No part of this Affiliation Agreement may be amended except by written agreement, dated and signed by the Parties. This Affiliation Agreement may be executed in different locations, in multiple parts and photocopies and transmitted via facsimile or electronic mail with each part being considered an original and all parts being recognized as the same document.

AMERICAN COLLEGE
of EDUCATION®

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement as of the Effective Date of May 23, 2024.

American College of Education, Inc.:

Signature: _____

Printed Name: Dana Kaminski, Ph.D. _____

Title: _Internship Coordinator, Education Leadership _____

Owasso Public Schools

Signature: _____

Printed Name: _____

Title: _____

Owasso Public Schools

spark

Supplemental Programs & Activities for Ram Kids

Before & After Care
Employee Handbook

Updated - May 2024

Owasso Public Schools SPARK Program Organizational Structure

Chain of Command is as follows:

Board of Education

Dr. Margaret Coates - Superintendent

Mark Officer - Assistant Superintendent

Melissa Zumwalt - SPARK Director

SPARK Site Leader

SPARK Site Teacher

INTRODUCTION
SPARK offers a developmentally appropriate before and after school program for students enrolled in grades Pre-K through eighth. This program is geared to meet the needs and characteristics of each child. Along with providing a safe and secure environment at all nine of Owasso's elementary school sites and the Sixth Grade Center, SPARK's carefully planned activities will "spark" students to dream, think, create, explore, and play.

~~Our goal is~~ Our program is designed to partner with parents to provide the highest quality supplemental programming for our students.

MISSION STATEMENT
Our mission is to provide a safe, secure, enriching environment for all families.

GOALS
- We want to prepare students for positive citizenship.
- We want to provide a positive environment in which students, parents, community, and staff work together to learn and grow.
- We want to expand opportunities for learning.
- We want to expand opportunities for social development.

Although SPARK is affiliated with Owasso Public Schools, this program is licensed through DHS and some policies and procedures may differ from those of Owasso Public Schools.

PHILOSOPHY
SPARK's planned curriculum reflects the developmental interests of children in grades Pre-K through eighth. Key elements of the program include:
- Peer to Peer Character Development
    - Peer relations increase in importance as children grow. Therefore, SPARK provides numerous opportunities to spend time with friends and in group activities. A positive approach to discipline is utilized; encouraging self-control and independence in resolving conflicts. By utilizing mixed age groups, leadership and cooperation are fostered.
- Physical Development
    - Individual and team ~~sports~~ activities are a significant part of the SPARK program. Cooperation is emphasized over competition. Fine motor activities are also included in the curriculum.
- Intellectual Development

    - “Hands-on” learning centers are a part of SPARK's planned activities that encourage children to think, reason, question and experiment as they construct knowledge. Creativity in art, game play, and building manipulatives ~~drama and writing,~~ is encouraged. Opportunities are also available for students to read or complete homework.
- Warm, Caring Staff
    - SPARK’s trained staff have been employed to serve as role models for children. The staff provides appropriate, challenging activities which are focused on the academic and social~~, and emotional~~ development of each child.

HIRING PROCESS/BENEFITS

- As an employee of Owasso Public Schools, all SPARK employees will follow the same guidelines/procedures for hiring and termination. The OPS Policy Manual can be found: https://drive.google.com/file/d/1Qn6yasa4Vdj4bHbiB18DexkTMt62KYW1/view
- **See OPS Board Policy 3.22 - “Support Employees Rules for Conduct”.
- OPS Benefits for Support Staff - https://www.owassops.org/apps/pages/DD/HR/BenefitsSupportStaff

ADDITIONAL ORIENTATION/TRAINING NOTES

- Within One Month:
    - ☐ Develops an individualized education plan (professional development plan) in conjunction with the site leader.
        - ☐ SPARK - EPDP
    - ☐ Close supervision of new staff for the first 30 calendar period will include:
        - ☐ Pairing with a designated/experienced staff for initial work assignments
        - ☐ Help through all orientation processes
        - ☐ Monitoring to be sure that all training is completed
        - ☐ Guidance in developing the professional development plan

- Ongoing:
    - ☐ Beginning of the year Staff Meeting for all Employees
    - ☐ DHS Orientation Completion Form
    - ☐ Notification will be given (via email or meeting) when any policies are updated/changed
    - ☐ Site Staff Meetings - scheduled in compliance with STARS Level and logged in each site’s notebook (once a quarter - 3 Star)

- ☐ Transition Plans
    - ☐ Staff will familiarize themselves with the attached transition plan and use it accordingly - TRANSITION PLAN

- Resources for Orientation Include:
    - ☐ Licensing Requirements for Child Care Programs (Lic Req)
    - ☐ Good Health Handbook
        - ☐ https://oklahoma.gov/content/dam/ok/en/okdhs/documents/okdhs-publication-library/10-60.pdf
    - ☐ Orientation for Child Care Professionals (CECPD Website)
    - ☐ Assorted Professional Development Handouts
    - ☐ OPS Policy Manual

STAFF CONFLICT RESOLUTION PROTOCOL

SPARK staff will need to address issues with the staff members involved directly before going to any other staff or their supervisor. Small issues are often solved when speaking directly to the staff member involved. It is important to remember confidentiality and not discuss with other staff members outside the issue. If that does not resolve the issue, then the next supervisor up the chain may be contacted for assistance in resolving the issue. If that does not resolve the issue, then the supervisor may initiate contact with the next supervisor.

CRIMINAL HISTORY BACKGROUND CHECK AND RAP BACK

Prior to employment, all employees will sign consent forms and complete fingerprint background checks, as well as a check of the Child Care Restricted Registry.

- All employees must be aware that registration on the Child Care Restricted Registry may occur when:
    a. A background investigation reveals a specified criminal history
    b. An action against a child in child care results in a confirmed or substantiated finding of abuse or neglect.
- This notice will also be posted in the SPARK office and on SPARK bulletin boards
- Registrants on the Restricted Registry are not eligible to work in the SPARK program.

ABSENCES

- Staff are expected to be at work every day that school is in session. Our students and parents count on staff to have consistent daily attendance. The quality of our program depends on each staff member being at work.
- No matter the reason for your absence, please make sure you have communicated with your site leader to let them know you will not be at SPARK.

- We are a licensed DHS program and must maintain appropriate ratios at all times.
- If you need to be absent, please use your sick days and personal days wisely. If you do not have any sick or personal days, you will simply not receive pay for that day (do not clock in). ~~you must request sick time or personal time. Leave without pay is a major exception to our Owasso Public Schools personnel policies and requires authorization from your supervisor, the SPARK office, and the final determination rests with our Human Resources Department.~~
- Remember, repeated requests for leave without pay are not a good reflection of your work record or personal work ethic and will be noted during your staff evaluation.
- Be responsible! Be professional! Be at work!

SICK DAYS

- Staff must call their immediate supervisor ~~and Melissa Zumwalt~~ a minimum of one hour before the beginning of their assigned work shift to report an absence due to illness.
- For afternoon illness, please call by noon if possible. This allows time for a substitute to be found.
- ~~If an illness occurs the day before or the day after a school holiday or the end of school, a doctor's note will be required.~~

PERSONAL DAYS

- Staff must request personal days off, two weeks in advance.
- ~~Personal days may not be taken before or after a school holiday or the end of school.~~

INCLEMENT WEATHER DAYS

- If school is canceled due to inclement weather or other unforeseen circumstances, the SPARK program will not be in session.
- If the inclement weather develops during the school day, there will be SPARK and all staff MUST be present.

PERFORMANCE EVALUATIONS

- Performance evaluations are completed no later than March of each year.
- *SPARK Employee Evaluation
- SPARK staff will be evaluated using the required DHS licensing requirements.
- The evaluation forms will be given to each employee upon employment so that the evaluation criteria are clear.

- ~~A self-evaluation will be done by each employee and submitted to their supervisor prior to the final evaluation being written by the supervisor.~~
- Evaluations are a tool to encourage employee growth and professional development. The evaluation should be used in adding the employee's professional development plan and in determining individual staff development needs.

JOB EXPECTATIONS

- Site Leader - https://docs.google.com/document/d/1GlK-vKlm4Uf2EttvvmQ63yDingjwGpsohjf6pBx9gj8/edit
- Site Teacher - https://docs.google.com/document/d/1froTdtgDAGncZgXA7Knnpsjz6MYLTLSbjzmfvAWJOto/edit

JOB TRAINING/PROFESSIONAL DEVELOPMENT

- The director has at least two college credits or 30-clock hours of job-related PD within the last 12 months or within PDL certification.
- The director has completed the QRIS orientation video.
- Personnel employed with the program for at least 12 months have at least two college credits or 20-clock hours of job-related PD, per PDL certification.

OPS JOB DESCRIPTIONS

JOB TITLE:	Site Leader - SPARK
DEPARTMENT:	Teaching and Learning
REPORTS TO:	Director of SPARK
FLSA STATUS:	Non-Exempt
CONTRACT STATUS:	Part-time | 10 months
SALARY SCHEDULE:	$23/hr
APPROVED BY:	Director of SPARK
APPROVED DATE:	1/24/2023

SUMMARY: The role of the SPARK Site Leader is to provide childcare to students before school starts and after the normal school day has ended. Their primary responsibilities are the safety and well-being of children in their care, but also to provide instruction or educational support, often working in coordination with the school or district. They will create and implement lesson plans, supervise activities, and direct the other employees in the program at that school site.

ESSENTIAL FUNCTIONS: *These statements are intended to describe the responsibilities assigned to this position and are not intended to represent an exhaustive list of all responsibilities, duties and skills required.*

1. Plan and facilitate core programming to advance the physical, social, emotional, and intellectual development of children.
2. Supervise and maintain a safe working environment.
3. Maintain safe conditions for all students and staff.
4. Contribute ideas for enrichment activities, arts and crafts projects, and program quality.
5. Work with the Program Director to make appropriate referrals as needed.
6. Effectively communicate with parents of students as needed to achieve program goals.
7. Contribute to the overall success of the program by performing all assigned duties in a professional, timely, and accurate manner.
8. Cultivate positive relationships with families, teachers, state licensing authorities, community contacts and school site partners.
9. Assist students with homework, monitor outside recess, and coordinate scheduled activities.
10. Communicate regularly with the Program Director to maintain program standards and goals.
11. Regularly participate in any staff training/continued education or staff meetings.
12. Assists with special projects.
13. All other duties as assigned by the administrator.

SUPERVISORY RESPONSIBILITIES: SPARK staff.

QUALIFICATION: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the*

knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

1. High school diploma or GED
2. Bachelor's degree preferred
3. Minimum of two (2) years of experience working with pre-k and/or elementary aged children
4. CPR Certification or willing to become certified
5. First Aid Certification or willing to become certified
6. Must be at least 21 years of age

KNOWLEDGE/SKILLS/ABILITIES: Great interpersonal skills and exceptional time management; Computer literate; excellent written and oral communication ability; strong knowledge of rules, regulations, policies, and laws applicable to education and special education; expertise in Oklahoma State Department of Education regulations related to curriculum and instruction. Ability to follow all district policies and procedures. Demonstrating strong communication skills, orally and in writing, with faculty, staff, team members, and administrators. Ability to work without supervision, and work as a team player. Ability to document records accurately. Ability to manage confidential information in a manner that respects students, families, and employees. Ability to listen effectively. Ability to maintain emotional control under stressful situations and when working with students exhibiting non-compliant behaviors.

LANGUAGE SKILLS: Ability to read, analyze, and interpret English language.

MATHEMATICAL SKILLS: Ability to apply advanced mathematical concepts and mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory, and factor analysis.

REASONING ABILITY: Ability to apply common sense understanding to carry out written and oral instructions. Ability to define problems, collect data, establish facts, and draw valid conclusions.

PHYSICAL DEMANDS: *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to talk or hear. The employee regularly is required to stand, sit, and walk.

The employee must occasionally lift and/or move up to 30 pounds. Specific vision abilities required by this job include close vision, color vision and the ability to adjust focus.

WORK ENVIRONMENT: *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Primarily inside working conditions; some exposure to environmental conditions when observing a student outside on the playground. The noise level in the work environment is usually moderate. Must have your own transportation to visit all sites.

JOB TITLE:	Teacher - SPARK
DEPARTMENT:	Teaching and Learning
REPORTS TO:	Director of SPARK
FLSA STATUS:	Non-Exempt
CONTRACT STATUS:	Part-time | 10 months
SALARY SCHEDULE:	$16/hr - $20/hr depending on qualifications
APPROVED BY:	Director of SPARK
APPROVED DATE:	1/24/2023

SUMMARY: The role of the SPARK Teacher is to provide childcare to students before school starts and after the normal school day has ended. Their primary responsibilities are the safety and well-being of children in their care, but also to provide instruction or educational support, often working in coordination with the school or district. They will create and implement lesson plans, supervise activities, and work under the direction of the site leader.

ESSENTIAL FUNCTIONS: *These statements are intended to describe the responsibilities assigned to this position and are not intended to represent an exhaustive list of all responsibilities, duties and skills required.*

1. Facilitate core programming to advance the physical, social, emotional, and intellectual development of children.
2. Maintain a safe working environment.
3. Maintain safe conditions for all students and staff.
4. Contribute ideas for enrichment activities, arts and crafts projects, and program quality.
5. Work with the Program Director and Site Leader to make appropriate referrals as needed.
6. Effectively communicate with parents of students as needed to achieve program goals.
7. Contribute to the overall success of the program by performing all assigned duties in a professional, timely, and accurate manner.
8. Cultivate positive relationships with families, teachers, state licensing authorities, community contacts and school site partners.
9. Assist students with homework, monitor outside recess, and coordinate scheduled activities.
10. Regularly participate in any staff training/continued education or staff meetings.
11. Assists with special projects.
12. All other duties as assigned by the administrator.

SUPERVISORY RESPONSIBILITIES: None

QUALIFICATION: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

EDUCATION and/or EXPERIENCE:

1. CPR Certification or willing to become certified
2. First Aid Certification or willing to become certified

3. Must be at least 16 years of age and have completed 10th grade or above.

KNOWLEDGE/SKILLS/ABILITIES: Great interpersonal skills and exceptional time management; Computer literate; excellent written and oral communication ability; strong knowledge of rules, regulations, policies, and laws applicable to education and special education; expertise in Oklahoma State Department of Education regulations related to curriculum and instruction. Ability to follow all district policies and procedures. Demonstrating strong communication skills, orally and in writing, with faculty, staff, team members, and administrators. Ability to work without supervision, and work as a team player. Ability to document records accurately. Ability to manage confidential information in a manner that respects students, families, and employees. Ability to listen effectively. Ability to maintain emotional control under stressful situations and when working with students exhibiting non-compliant behaviors.

LANGUAGE SKILLS: Ability to read, analyze, and interpret English language.

MATHEMATICAL SKILLS: Ability to apply advanced mathematical concepts and mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory, and factor analysis.

REASONING ABILITY: Ability to apply common sense understanding to carry out written and oral instructions. Ability to define problems, collect data, establish facts, and draw valid conclusions.

PHYSICAL DEMANDS: *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to talk or hear. The employee regularly is required to stand, sit, and walk.

The employee must occasionally lift and/or move up to 30 pounds. Specific vision abilities required by this job include close vision, color vision and the ability to adjust focus.

WORK ENVIRONMENT: *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Primarily inside working conditions; some exposure to environmental conditions when observing a student outside on the playground. The noise level in the work environment is usually moderate. Must have your own transportation to visit all sites.

DHS REQUIREMENTS/PROTOCOLS
(taken from the DHS Licensing Requirements for Child Care Centers Handbook)

340:110-3-284. General qualifications, responsibilities, and professional development

(a) **General.** Personnel are required to meet the general requirements in this Section and those specific to his or her assigned position(s), per Oklahoma Administrative Code (OAC) 340:110-3-284.1 through 340:110-3-284.4, with or without reasonable accommodations.

(b) **Qualifications.** Personnel meet the general qualification requirements in (1) through (3) of this subsection.

(1) **Skills.** Personnel possess the skills to perform his or her position responsibilities.

(2) **Background investigations.** Personnel meet the background investigation requirements, per OAC 340:110-3-282.

(3) **Oklahoma Professional Development Ladder.** Prior to or within 12 months of employment, teaching personnel obtain and maintain a current Oklahoma Professional Development Ladder (OPDL) certificate, per OAC 340 Appendix FF – Oklahoma Professional Development Ladder.

(c) **Responsibilities.** Personnel meet the general responsibility requirements in (1) through (3) of this subsection.

(1) **Complying with requirements.** Personnel comply with the requirements.

(2) **Caring for and educating children**.Personnel:

(A) individualize the care and learning opportunities meeting each child's needs based on the child's age and abilities, including reviewing the information provided by parents while respecting confidentiality;

(B) recognize and act to correct hazards to physical safety, both indoors and outdoors;

(C) demonstrate prudent and responsible behavior reasonably ensuring children's health and safety;

(D) demonstrate realistic expectations for behavior based on the children's age,abilities, and needs; and

(E) work with children without physical, psychological, or emotional punishment, mistreatment, or abuse.

(3) **Reporting child abuse and neglect**. Personnel report suspected child abuse and neglect and human trafficking, per OAC 340:110-3-280(b).

(d) **Professional development**. Personnel meet the general professional development requirements in (1) through (8) of this subsection.

(1) **Professional development verification**. Verification of professional development is maintained, per OAC 340:110-3-281.3(b).

(2) **Professional development plan**. For the director and teaching personnel the program:

(A) within six months of employment, develops an individualized education plan;
(B) updates the plan annually; and
(C) maintains documentation, per OAC 340:110-3-281.3(b).

(3) **Orientation**. Within one week of employment and prior to having sole responsibility for a group of children, personnel obtain orientation, as documented, per OAC 340:110-3-281.3(b), including, at least a review of:

(A) Licensing requirements;
(B) prevention and control of infectious disease;
(C) immunizations;
(D) injury prevention; Child Care Programs 33 Effective 6-1-2022
(E) handling common childhood emergencies, including choking;
(F) medication administration consistent with standards for parental consent;
(G) prevention of and response to emergencies due to food and allergic reactions;
(H) prevention and control of infectious disease and mandatory reporting;
(I) child abuse and neglect definition, identification, and mandatory reporting;
(J) appropriate use of discipline and prevention of child maltreatment;
(K) car seat and transportation precautions and safety;
(L) building and physical premise safety including identification of and protection from hazards that can cause bodily injury, such as electrical hazards, bodies of water, and vehicular traffic;
(M) handling and storage of hazardous materials and appropriate bio-contaminant disposal;
(N) diaper changing;
(O) prevention of shaken baby syndrome and abusive head trauma;
(P) reducing the risks of sudden infant death syndrome (SIDS);
(Q) use of infant safe sleep practices;
(R) child development; and
(S) program specific information, including, at least:

(i) policies and procedures;
(ii) emergency preparedness and response planning for emergencies resulting from a natural disaster or a man-caused event addressing continuity of planning and all situations, per OAC 340:110-3-279;
(iii) confidentiality of information regarding children and families;
(iv) personnel's assigned duties and responsibilities, such as classroom schedules and lesson plans; and
(v) methods used to inform personnel of children's special health, nutritional, and developmental needs.

(4) **Safe sleep**. Prior to caring for infants, personnel obtain formal professional development in safe sleep practices.
(5) **Entry Level Child Care Training (ELCCT) or equivalent.** Prior to, or within 90-calendar days of employment, teaching personnel hired after August 1, 2003, complete an approved entry-level training listed on the Oklahoma Professional Development Registry (OPDR) website, such as ELCCT. However, this training is not required when previously received, unless the individual has not been employed at a licensed program within the last five years.
(6) **CPR and first aid**. Cardio-pulmonary resuscitation (CPR) and first aid certifications are age-appropriate for the children's ages accepted into care and are from approved sources listed on the OPDR website. In addition to CPR and first aid certification requirements for individuals in (A) through (B) of this subsection, other position specific CPR and first aid certification requirements are also met, per OAC 340:110-3-284.1 through 340:110-3-284.4.

(A) At all times, at least one personnel with current CPR and first aid certification is present with children:

(i) on-site, including in each building where children are present;
(ii) off-site; and
(iii) in each vehicle during transportation. However, a volunteer with certification from any source meets this requirement, provided the volunteer Child Care Programs 34 Effective 6-1-2022 does not fill another position, excluding driver, per OAC 340:110-3-284.1 through 340:110-3-284.4.

(B) At least the director and master teachers obtain CPR and first aid certifications as required, per OAC 340:110-3-284.1(b) and 340:110-3-284.2(b).

(7) **Infection control.** Personnel obtain infection control training at least every 12 months.
(8) **Continuing professional development**. Ongoing professional development is required.

(A) The director obtains at least the required number of professional development clock-hours to maintain a current Oklahoma Director's Credential, per OAC 340 Appendix EE - Oklahoma Director's Credential. However, informal professional development clock-hours are limited.
(B) Teaching personnel obtain at least the required number of professional development clock-hours to maintain a current OPDL certificate, per OAC 340 Appendix FF - Oklahoma Professional Development Ladder. However, informal professional development clock-hours are limited.
(C) Formal professional development is:

(i) a course or training event of two or more clock-hours from an OPDR approved training organization; and

(ii) OPDR approved college credit hours.

(D) Informal professional development is:

(i) a course or training event of less than two clock-hours from an OPDR approved training organization;

(ii) any number of clock-hours from an OPDR non-approved training organization; and

(iii) any training from electronic media, such as videos or DVDs.

(E) Reading and television programs do not count toward required clock-hours.

(9) **Child passenger safety**. When the program provides transportation for children required to be in a car seat or booster seat, per Child Passenger Restraint System, Section 11-1112 of Title 47 of the Oklahoma Statutes (47 O.S. § 11-1112), the program has at least one personnel who obtained child passenger safety training from an approved source listed on the OPDR website, unless the vehicles used are exempt, per OAC 340:110-3-305 (g). When the trained personnel's employment ends, the program has three months to meet this requirement.

340:110-3-284.1. Director and personnel in charge

(a) **General**. In addition to the position specific requirements in this Section, personnel meet the general requirements per Oklahoma Administrative Code (OAC) 340:110-3-284.

(b) **Director.** The program employs an individual who meets these position specific requirements.

(1) **Position specific qualifications**. The director:

(A) is at least 21 years of age;

(B) has satisfactory work experience;

(C) has a current bronze or higher level certificate per OAC 340 Appendix EE - Oklahoma Director's Credential;

(D) is not a director or master teacher at another program that operates concurrently at any given time; and

(E) has a good understanding of the requirements and program policies.

(2) **Position specific responsibilities**. The director is:

(A) accountable for the day-to-day operation of the program;

(B) responsible for:

(i) maintaining a program that meets or exceeds the requirements;

(ii) improving the quality of care;

(iii) implementing program development and evaluation;

(iv) ensuring personnel and volunteers comply with the requirements;

(v) supervising the conduct of personnel, volunteers, and other individuals providing services in the program;

(vi) appointing and informing the personnel in charge when the director is not present at the facility;

(vii) registering the program as a direct care organization and maintaining information on the Oklahoma Professional Development Registry (OPDR); and

(viii) overseeing parent communication and family engagement;

(C) present at the facility during the hours of operation at least 50 percent of the operating hours or 30 hours per week, whichever is less; and

(D) free from direct care responsibilities, when four or more teaching personnel are required to meet ratios, at least three hours per day during the hours of operation to provide program oversight and personnel supervision.

(3) **Position specific professional development.** The director, upon assuming the position:

(A) completes a DHS requirements compliance review form within one month;

(B) obtains and maintains cardio-pulmonary resuscitation (CPR) and first aid certifications prior to, or within three months, that meet requirements per OAC 340:110-3-284(d); and

(C) is exempt from the Entry Level Child Care Training (ELCCT) or equivalent requirement.

(c) **Personnel in charge**. The director appoints an individual who meets the position specific requirements listed in (1) through (3) of this subsection.

(1) **Position specific qualifications**. The personnel in charge:

(A) are at least 21 years of age; and

(B) have a good understanding of the requirements and program policies.

(2) **Position specific responsibilities.** The personnel in charge takes responsibility for program operation when the director is not present at the facility. Child Care Programs 36 Effective 6-1-2022

(3) **Position specific professional development.** The personnel in charge meets specific professional development for his or her regularly assigned position.

340:110-3-284.2. Teaching personnel

(a) **General**. In addition to the position specific requirements in this Section, personnel meet the general requirements, per Oklahoma Administrative Code (OAC) 340:110-3-284.

(b) **Master teachers**. The program employs or utilizes at least the minimum number of required individuals or volunteers meeting the position specific requirements in (1) through (6) of this subsection.

(1) **Required master teachers**. At least one master teacher is required for every 60 children of the licensed capacity. Only the required number of master teachers are required to meet all of the master teacher

requirements. However, all master teachers meet cardio-pulmonary (CPR) and first aid certification requirements in (6) of this subsection.

(2) **Position specific qualifications**. Master teachers:

(A) are at least 18 years of age;

(B) have at least a high school diploma, General Education Development (GED), or Licensing approved equivalent; and

(C) have a current Oklahoma Professional Development Ladder (OPDL) certificate, per OAC 340 Appendix FF - Oklahoma Professional Development Ladder of Level 4 or higher.

(3) **Probationary master teachers**. Directors may request a one-year probationary period for personnel replacing master teachers not meeting educational criteria, per (2)(C) of this subsection.

(A) Probationary master teachers:

(i) complete the Oklahoma Human Services (OKDHS) form for the master teacher educational professional development plan, per OAC 340:110-3-281.3(b); and

(ii) are listed on the Oklahoma Professional Development Registry (OPDR). No specific level is required; however, OPDL timeframes and certificates are met, per OAC 340:110-3-284(b).

(B) Licensing may extend the probationary period for a second year, providing the probationary master teacher is actively pursuing educational qualifications as identified on the OKDHS form.

(C) Master teacher educational qualifications are met for the initial permit, license issuance, and increases in licensed capacity.

(4) **Director as master teacher**. The director may count as a master teacher when meeting the master teacher qualifications, per (b) of this Section. Directors counting as master teachers are eligible for probationary periods, per (3) of this subsection.

(5) **Position specific responsibilities**. Master teachers:

(A) support other teaching personnel in meeting teacher and assistant teacher responsibilities;

(B) are responsible for:

(i) direct care of children;

(ii) planning and implementing the lesson plans;

(iii) classroom arrangement;

(iv) planning and implementing parent communication and family engagement; and

(v) providing input on program development and evaluation; and

(C) are present at the facility during the hours of operation at least 50 percent of operating hours or 30 hours per week, whichever is less.

(6) **Position specific professional development.** Master teachers obtain and maintain CPR and first aid certification requirements, per OAC

340:110-3-284(d). Master teachers obtain the certification within three months.

(c) **Teachers**. The program employs individuals or utilizes volunteers meeting the position specific requirements in (1) through (3) of this subsection.

(1) **Position specific qualifications**. Teachers:

(A) are at least 18 years of age; and

(B) have at least:

(i) a high school diploma, GED, or Licensing approved equivalent; or

(ii) completed 10th grade and are in the process of obtaining a GED for a period not to exceed 12 months from employment.

(2) **Position specific responsibilities**. Teachers:

(A) have the primary responsibility for direct care of children; and

(B) participate in:

(i) lesson plan development and implementation;

(ii) classroom arrangement;

(iii) parent communication and family engagement; and

(iv) program development and evaluation.

(3) **Position specific professional development**. Teachers obtain and maintain CPR and first aid certification requirements, per OAC 340:110-3-284(d). Teachers obtain the certification within three months.

(d) **Assistant teachers**. The program may employ individuals or utilize volunteers meeting the position specific requirements in (1) through (4) of this subsection.

(1) **Position specific qualifications**. Assistant teachers:

(A) are at least 16 years of age; and

(B) meet one of the criteria in (i) through (iii). Assistant teachers:

(i) are currently enrolled in high school or an equivalent;

(ii) have at least a high school diploma, GED, or Licensing approved equivalent; or

(iii) have completed 10th grade and are in the process of obtaining a GED for a period not to exceed 36 months from employment.

(2) **Position specific responsibilities**. Assistant teachers:

(A) are responsible for direct care of children; and

(B) carry out assigned tasks that may include participation in:

(i) lesson plan development and implementation;

(ii) classroom arrangement;

(iii) parent communication and family engagement; and

(iv) program development and evaluation.

(3) **Position specific professional developmen**t. Assistant teachers obtain and maintain CPR and first aid certification requirements, per OAC 340:110-3-284(d). Assistant teachers obtain the certification within three months.

(4) **Position specific limitations**. Assistant teachers:

(A) are overseen by an on-site director, master teacher, or teacher:

(i) overseeing two or fewer assistant teachers at one time; and

(ii) providing intervention, when needed; and Child Care Programs 39 Effective 6-1-2022

(B) not having sole responsibility for a group of children:

(i) for more than three hours per day; and

(ii) during higher risk activities, per OAC 340:110-3-290.

(e) **Substitutes for teaching personnel.** The program may employ individuals or utilize volunteers or other personnel meeting the position specific requirements in (1) through (3) of this subsection.

(1) **Position specific qualifications**. Substitutes meet the teacher qualifications, per (c) of this Section. However, the OPDL certificate is not required until indicated in (3) of this subsection.

(2) **Position specific responsibilities.** Substitutes meet the responsibility requirements for the position(s) they are filling.

(3) **Position specific professional developmen**t. Substitutes meet the general professional development requirements, per OAC 340:110-3-284(d). However, the timeframe for meeting professional development requirements begins when the substitute has worked for the program a total of 80 hours. However:

(A) orientation is required, prior to being left alone with children; and

(B) CPR and first aid certification requirements are met per specific position requirements.

340:110-3-284.3. Support personnel

(a) **General**. In addition to the position specific requirements in this Section, personnel meet the general requirements per Oklahoma Administrative Code (OAC) 340:110-3-284.

(b) **All support personnel**. The program may employ individuals or use volunteers or other personnel who meet these position specific requirements.

(1) **Position specific responsibilities**. Support personnel provide support service to the program.

(2) **Position specific limitations**. Personnel performing support services do not count in ratios unless an exception applies per OAC 340:110-3-286(a).

(3) **Position specific additional requirement**. When support personnel fill another position in OAC 340:110-3-284.1 or 340:110-3-284.2, the individual also meets the requirements for the position(s) they are filling.

(c) **Food service personnel.** The program may employ individuals or use volunteers or other personnel who meet these position specific requirements.

(1) Position specific responsibilities. Food service personnel:

(A) prepare and serve food; and

(B) meet the food service requirements per OAC 340:110-3-299.

(2) Position specific professional development. Prior to or within three months of assuming primary responsibilities for food preparation, food service personnel obtain food service training from an approved source listed on the Oklahoma Professional Development Registry (OPDR) website. However, this is not required when only limited food service is provided per OAC 340:110-3-299(a).

(d) **Drivers**. The program may employ individuals or use volunteers or other personnel who meet these position specific requirements.

(1) **Position specific qualifications.** Drivers:

(A) are at least 21 years of age;

(B) have a valid driver or commercial driver license (CDL) in their state of residence, appropriate for the type of vehicle driven. Documentation is maintained per OAC 340:110-3-281.3(b) and (c);

(C) who are contracted personnel or volunteers, may not be required to obtain criminal history reviews per OAC 340:110-3-282(a); and

(D) are prohibited when required per OAC 340:110-3-283(b).

(2) **Position specific responsibilities**. Drivers:

(A) transport children; and

(B) meet the transportation requirements per OAC 340:110-3-305.

(3) **Position specific professional development**. Drivers, excluding volunteers who transport on an irregular basis and do not fill another position per OAC 340:110-3- 284.1 through 340:110-3-284.4, obtain within three months of transporting children:

(A) child passenger safety training per OAC 340:110-3-284(d), from the program's trained personnel or an approved source listed on the OPDR website or a trained personnel is in the vehicle with the contracted driver, unless the vehicle used is exempt per OAC 340:110-3-305(g). In addition, personnel who assist with child passenger restraints obtain this training from the options indicated within three months of assisting; and

(B) vehicle safety training:

(i) for the safe operation of the type of vehicle driven, when driving a vehicle designed to transport 10 or more passengers; and Child Care Programs 41 Effective 6-1-2022

(ii) from any training source, excluding owner manuals.

340:110-3-284.4. Other personnel and non-personnel

(a) **General.** In addition to position specific requirements in this Section, personnel meet the general requirements per Oklahoma Administrative Code (OAC) 340:110-3-284.

(b) **Contracted personnel**. When the program contracts for a service and the individual or agency personnel fills a position per OAC 340:110-3-284.1 through 340:110-3-284.3, the requirements for the position(s) are met.

(c) **Contracted non-personnel**. When the program contracts for a service, such as special activities or facility repair, and the individual or agency personnel does

not fill a position per OAC 340:110-3-284.1 through 340:110-3-284.3, the personnel requirements are not required.

(1) **Position specific qualifications**. Contracted non-personnel who have unsupervised access to children meet the background investigation requirements per OAC 340:110-3-282.

(2) **Position specific limitations.** Contracted non-personnel are not responsible for supervision per OAC 340:110-3-287(i).

(d) **Specialized service professionals.** The program may employ individuals, contract non-personnel, use volunteers, and allow children to have access to specialized service professionals, who meet these requirements.

(1) **Position specific qualifications**. Specialized service professionals meet the background investigation requirements per OAC 340:110-3-282.

(2) **Position specific additional requirement**. Parent permission is required. Documentation is maintained per OAC 340:110-3-281.4(b).

(e) **Volunteers**. The program may use volunteers who meet these requirements. However, volunteers who fill another position per OAC 340:110-3-284.1 through 340:110-3-284.3 meet all personnel requirements and the requirements for the position(s) they are filling, unless the requirements specifically state otherwise.

(1) **Position specific qualifications**. Volunteers who have unsupervised access to children meet the background investigation requirements per OAC 340:110-3-282.

(2) **Position specific responsibilities.** Volunteers comply with the requirements.

(3) **Position specific professional development**. Volunteers within one week of providing services, are familiar with program policies and procedures that pertain to the services they are providing.

(4) **Position specific limitations**. Volunteers are supervised by the director or designated personnel.

340:110-3-288. Discipline and behavior guidance

(a) **General**. Discipline and behavior guidance is developmentally appropriate, responsive to the circumstances, constructive, and provides learning opportunities. Personnel do not seek or accept parental permission not complying with requirements, per Oklahoma Administrative Code (OAC) 340:110-3-293(a).

(b) **Appropriate discipline**.

(1) **Assessment**. Personnel evaluate the environment, atmosphere, and activities before considering specific child interventions.

(2) **Interaction.** Personnel interact with an attitude of understanding and firmness.

(3) **Fairness and consistency.** Personnel use fair and consistent rules.

(4) **Perspective**. Personnel maintain perspective and recognize every behavior not requiring teaching personnel's attention or intervention.

(5) **Expressing acceptance and disapproval**. Personnel speak so children understand their feelings are acceptable, but the action or behavior may be unacceptable.
(6) **Self-control.** Personnel encourage children to develop self-control.
(7) **Relevant.** Personnel choose discipline relevant to the behavior.
(8) **Redirect.** Personnel provide alternatives when the behavior is unacceptable.
(9) **Consequences**. Personnel use safe, natural, and logical consequences helping children take responsibility for his or her actions.
(10) **Individualize.** Personnel recognize every discipline method is not effective with every child or circumstance.
(11) **Time-out or time-away**. Personnel may consider this option when other discipline methods are ineffective.

(A) Personnel use this method only with children 2 years of age and older when:

(i) necessary for the child to regain self-control;
(ii) the child has the ability to learn from it; and
(iii) appropriate supervision is maintained.

(B) The child may sit quietly or participate in an individual activity.
(C) Time-out is limited to one minute or less for each year of age. However, when self-control is regained in less time, the child may rejoin an ongoing activity.

(c) **Inappropriate discipline.** Personnel are prohibited from using or threatening to use inappropriate discipline.

(1) Physical. Inappropriate physical discipline examples include:

(A) actions that could cause pain, such as shaking, hitting, striking with an object, spanking, swatting, thumping, pinching, popping, shoving, spatting, hair pulling, yanking, and slamming;
(B) biting a child;
(C) putting anything in or on a child's mouth;
(D) exposure to extreme temperatures;
(E) excessive or forced exercise; and
(F) restraining or tying to restrict a child's movement by any means other than holding. Holding is used only as long as necessary for the child to regain self-control.

(2) Psychological and emotional. Inappropriate psychological and emotional discipline examples, include:

(A) humiliating, rejecting, or neglecting a child;
(B) making derogatory or sarcastic remarks about a child's family, race, gender, religion, or cultural background;

(C) yelling at a child out of anger or using harsh or profane language;

(D) punishing or threatening a child in association with:

(i) education, such as writing repetitive sentences and homework; and

(ii) physical needs, such as:

(I) withdrawing, denying, or forcing food, rest, or toileting; and

(II) withdrawing or denying outdoor play or a weather alternate activity;

(E) isolating a child without supervision;

(F) placing a child in a dark area;

(G) allowing a child to discipline other children; and

(H) punishing an entire group due to the actions of one or a few children.

(d) **Inappropriate food reward**. Food is not used to obtain or reward desired behaviors.

(1) Food reward exception. When a child has a non-typical behavioral issue or learning style and other methods to modify the child's behavior do not work, food if necessary, may be used initially to obtain or reward a desired behavior.

(2) Food reward exception plan. A behavior modification plan, with timeframes, is developed by relevant professionals, when applicable, director, and parents to eliminate food as a reward and take steps to transition to another method for obtaining or rewarding desired behaviors. Documentation is maintained, per OAC 340:110-3-281.4(b).

Owasso Public Schools

spark

Supplemental Programs & Activities for Ram Kids

Before & After Care Parent Handbook

Updated - May 2024

Table of Contents

INTRODUCTION 1

MISSION STATEMENT 1

PHILOSOPHY 1

PROGRAMS 3

- ELEMENTARY SITES 3
- SIXTH GRADE CENTER 3

OPERATIONAL POLICIES 4

- COMMUNICATION 4
- LICENSING 4
- DAYS CLOSED 4
- SCHOOL CLOSING DUE TO WEATHER 4
- PERSONAL BELONGINGS 4
- BUILDING ACCESS 4
- SPECIAL NEEDS 5
- HEALTH AND SAFETY 5
- EMERGENCY PLAN 6
- ENROLLMENT 6

PROGRAM TUITION 8

- TUITION 8
- PAYMENT METHODS 8
- FINANCIAL HARDSHIPS 9

PROGRAM FEES 10

- TUITION SCHEDULE 10
- LATE PAYMENT FEES 10
- RETURN PAYMENT FEES 10
- FINDER’S FEES 10
- LATE PICKUP FEES 11
- WITHDRAWAL AND PROGRAM CHANGES 11

ADDITIONAL PROGRAM PROCEDURES 12

- BEHAVIOR MANAGEMENT GOALS 13
- CAUSE FOR DISMISSAL 14

INTRODUCTION

SPARK offers a developmentally appropriate before and after school program for students enrolled in grades Pre-K through eighth grade. This program is geared to meet the needs and characteristics of each child. Along with providing a safe and secure environment at all nine of Owasso's elementary school sites and the Sixth Grade Center, SPARK's carefully planned activities will "spark" students to dream, think, create, explore, and play.

Our goal is to partner with parents to provide the highest quality supplemental programming for our students.

MISSION STATEMENT

To provide a safe, secure, enriching childcare environment to meet the needs of our school families.

Although SPARK is affiliated with Owasso Public Schools, this program is licensed through DHS and some policies and procedures may differ from those of Owasso Public Schools.

PHILOSOPHY

SPARK's planned curriculum reflects the developmental interests of children in grades Pre-K through eighth. Key elements of the program include:

- Peer-to-Peer Character Development
    - Peer relations increase in importance as children grow. Therefore, SPARK provides numerous opportunities to spend time with friends, build relationships in peer groups, and participate in group activities. A positive approach to discipline is utilized; encouraging self-control and independence in resolving conflicts. By utilizing mixed age groups, leadership and cooperation are fostered.
- Physical Development
    - Individual and team ~~sports~~ activities are a significant part of the SPARK program. Cooperation is emphasized over competition. Both gross and fine motor activities are also included in the curriculum.
- Intellectual Development

- “Hands-on” learning centers are a part of SPARK's planned activities that encourage children to think, reason, question and experiment as they construct knowledge. Creativity in art, game play, and building manipulatives ~~drama, and writing~~ is encouraged. Opportunities are also available for students to read or complete homework.

- Warm, Caring Staff
  - SPARK’s trained staff have been employed to serve as role models for children. The staff provides appropriate, challenging activities which are focused on the academic, character, and physical development of each child.
  - All SPARK staff members have undergone an OSBI background check.
  - All SPARK staff members are CPR certified.
  - All SPARK staff members are required to maintain a set number of professional development hours every year.
  - Students enrolled in the SPARK program will be assigned to a designated staff member. This staff member will be their primary caregiver while at SPARK. While all staff members will have interactions with all SPARK students, each student will remain with their designated staff member throughout the majority of their time.

PROGRAMS

ELEMENTARY SITES

The Before School Program begins at 7:00 a.m. each school day and is an informal time of child-directed center-based play. Students who choose to eat breakfast will be escorted to the cafeteria to purchase through the Child Nutrition Program - breakfast generally begins by 8:40 a.m., though sites may vary. Students are released from SPARK at 8:45 a.m. to join their school's student body and follow their morning procedures.

The After School Program begins immediately after the school dismissal bell and concludes each day at 6:00 p.m. A variety of stimulating projects and activities centered on weekly themes are provided at this time. A snack is also included.

SIXTH GRADE CENTER

The After School Program begins immediately after the school dismissal bell and the arrival of program buses from the 7th and 8th grade centers. This program concludes each day at 6:00 p.m. Opportunities for homework completion/aid will be available in addition to recreational activities. A snack will also be provided.

OPERATIONAL POLICIES

COMMUNICATION

The majority of information is communicated via email. It is important to make sure the SPARK main office has the most accurate email address on file, and to read the emails as soon as possible. Lesson plans and announcements will also be posted at each site on bulletin boards. Open and regular communication with the SPARK Program Site Leader is highly encouraged.

LICENSING

All site programs are licensed through the Department of Human Services (DHS). A licensing compliance file is available for viewing at any time, which is kept in a binder at each site location.

DAYS CLOSED

SPARK is only open when school is in session. Please see the current school calendar for days when school is closed.

SCHOOL CLOSING DUE TO WEATHER

When Owasso Public Schools are closed or in distance learning due to inclement weather, SPARK will be closed. Check local weather stations and the school district website for up-to-date information. Because the monthly payments are based on a yearly cost, payment plans will not change due to weather closings.

PERSONAL BELONGINGS

Students will store personal belongings (books, sweaters, backpacks, etc.) in a laundry basket provided at each site.
* NOTE: Electronic games and/or mobile devices are ~~not permitted at SPARK~~. only permitted during approved times at each SPARK site.
Additionally, SPARK is not responsible for lost, stolen or broken items.

BUILDING ACCESS

Each site will have a designated drop off and pick up procedure and location. Please be informed of this procedure and follow it accordingly.

Parents/Guardians are only granted access to the SPARK program areas during drop off/pickup. *Do not access any classrooms, hallways, or other spaces that are not designated as SPARK program areas. Trespassing in non-SPARK areas may lead to dismissal from the program.*

SPECIAL NEEDS

If your child receives services from the Owasso Public Schools Special Services Department and attends a specific class to further their education, a meeting is required with the SPARK Director to ensure there is a clear understanding of the child's needs, before the student may attend care. (The only exception is for those who receive speech services only.) Parents may be required to visit the program to ensure their child will thrive in our setting.

HEALTH AND SAFETY

SPARK makes every effort to promote good health and to prevent the spread of infectious diseases.

Staff will administer medication under the following conditions:

- All medication must be provided by a parent. Any medicine must be given to the SPARK Site Leader, along with a completed and signed authorization form.
- All prescription medicine must be prescribed for the child by a physician. It must be in the original container with the child's name on it. (Note: DHS only allows SPARK staff to administer the prescription on the medicine bottle. If the prescription changes, a new bottle must be provided.)
- All medications will be kept in a safe place and out of reach. The responsibility of giving medication shall be assigned to one person on duty. If a student has medication that needs to be delivered to the school nurse, please communicate with the SPARK Program Site Leader.
- Parents must provide documentation in writing for sunscreen or insect repellent to be applied to the student. It is preferred that the student apply the items, if age appropriate.

SPARK will not provide care to ill children. If a child has had diarrhea, vomiting, fever of 100.4°F or higher, undiagnosed rash, inflamed and matted eyes, or any sign of a contagious disease in the past 24 hours, the child is to be kept at home and is not to return to the program until completely recovered.

A child who becomes ill while at SPARK will be immediately isolated from the other children, and the parent will be notified to pick up the child within one hour. If off site, the parent will be given an exact location to pick up their student. Ill students will be provided an area to rest until a parent can arrive.

Parents will be notified of any injury that occurs at the SPARK program and will be called when there is any significant injury. In the case of an injury requiring immediate professional treatment, the staff will call 911. The paramedics will decide on the appropriate action. If the child needs emergency medical treatment, it will be at the nearest available medical facility. *The parent/ guardian will be responsible for ALL medical charges.*

Parents will be notified by a sign posted at the school site for any communicable disease or infestation, if Owasso Public Schools has not notified all parents. For any other illnesses or infestations, SPARK will follow district guidelines.

Poison Exposure- Poison control will be called, and a parent will be immediately notified.

EMERGENCY PLAN

Once a month, SPARK will conduct tornado, fire and intruder-on-campus drills to show children how to respond in the case of an emergency.

Staff will use their staff handbook and district emergency plans as needed for each situation.

ENROLLMENT

Enrollment in the SPARK program is complete when the parent/guardian has:

- Completed the online registration and electronically signed the online Financial/Policy Contract
- Paid the non-refundable registration fee
- Read and agreed to all policies stated in the parent handbook
- Received an email for confirmation of enrollment from the ~~business office~~ SPARK director.

WAIT LIST: If no openings are available at your student's school site, a waiting list will be maintained. If/when a student withdraws from SPARK, we will contact the first person on the waiting list by phone and email. Each person is given 24 hours to reply with confirmation that care is still needed. If we do not receive a response, we will continue through the list according to the time/date stamp from each enrollment. We will keep this waiting list through March 1st.

PROGRAM TUITION

TUITION

- Tuition is based on the amount of days scheduled during the academic calendar, and then divided into ten equal monthly payments paid August-May.
    - *The monthly tuition rates will not change, regardless of how many days students attend each month. Credits/Refunds will not be offered for unexpected school closures, or student suspensions due to inappropriate behavior.*
- Tuition is due on or before the 15th ~~1st~~ of every month.
- Fees are subject to change. Notice will be given to parents in the event of an increase. ~~Tuition charges will be automatically posted on the 25th of each month~~, A monthly invoice will be emailed one week prior to the tuition due date.
- Tuition must be paid in full on or before the 15th ~~1st~~ of each month. If not received, a $25 late fee per student will be posted on the 18th ~~3rd~~ day of the month to all accounts with any unpaid balance. Tuition (plus applicable fees) must be paid in full by 5:00 p.m. on or before the 20th ~~7th~~ of each month. *If not received, a dismissal notice will be sent on the 21st ~~8th~~ of the month and your student will be withdrawn from SPARK on that date.*
- If you are using DHS subsidy to pay for your SPARK tuition, you will be required to sign a separate agreement that outlines your payment schedule and additional DHS requirements.
- In the case of divorce or joint custody agreements where parents are court ordered to split the cost of child care expenses, the primary parent is responsible for the entire tuition and any applicable fees. It is up to the primary parent to collect the court-ordered portion that is due. SPARK will not bill two separate parties for any student. *In the case of 50/50 agreements, the parent who enrolls and signs the Financial/Policy Contract will be the responsible party with access to the online parent portal.*
- Please note that school site staff are not allowed to accept tuition payments.
- ~~A copy of the Financial/Policy Contract electronically signed during enrollment is available upon request.~~

PAYMENT METHODS

- Online Parent Portal via VISA/Mastercard/Discover or checking account
- Auto-Pay (Authorized through online enrollment or online parent portal) is required for SPARK customers.

FINANCIAL HARDSHIPS

SPARK openly understands that financial hardships cannot be predicted. Established families may apply for a temporary scholarship at any time. “Established,” means any family who has a student currently enrolled, and has completed payment for the registration fee and at least one month of tuition in full. Applications for temporary scholarships during the school year will be available by contacting the SPARK office. Applications will be reviewed as needed by a committee of 2-3 persons of the SPARK Leadership Team.

PROGRAM FEES

TUITION SCHEDULE

- Before School Only - $195.00 ~~$190.00~~ per month/per child
- After School Only - $264.00 ~~$259.00~~ per month/per child
- Before & After School - $350 ~~$345.00~~ per month/per child

LATE PAYMENT FEES

- A $25.00 late payment fee per student is assessed automatically on the 18th ~~3rd~~ day of each month through the online billing system, for all accounts with any unpaid balance.
- Tuition (plus applicable fees) must be paid in full by 5:00 p.m. on or before the 20th ~~7th~~ of the month. If not received, a dismissal notice will be sent on the 21st ~~8th~~ of the month, and your child(ren) will be withdrawn from the SPARK program.

RETURN PAYMENT FEES

- All returned forms of payment will be assessed a $25.00 return fee.
- The amount of the returned form of payment, plus the $25.00 fee, must be paid within two business days after notification from the business office. Failure to do so may result in the child(ren) being dismissed from SPARK.
- Multiple returned forms of payment may result in your child(ren) being dismissed from SPARK.

FINDER'S FEES

- The SPARK program site manager must be notified of any after care absence. A $5.00 finder's fee will be assessed per incident in the event that there has been no notification. Assessment of a fourth finder's fee within an academic year may result in the child(ren) being dismissed from SPARK.
- If a child does not arrive to the SPARK program after school, parents will be called immediately, unless the school site office has notification of student dismissal prior to SPARK program time

LATE PICKUP FEES

- Children must be picked up by 6:00 p.m. A late fee of $10.00 will be charged for any child picked up after 6:00 pm. Beginning at 6:05, an additional $1.00 per minute per child will be assessed. Late pick up charges will be added to the tuition fee and will follow the payment deadlines as outlined in the tuition details. A fourth late charge notice in an academic year may result in the child(ren) being dismissed from SPARK.

WITHDRAWAL AND PROGRAM CHANGES

A written/emailed withdrawal notice must be received in the SPARK office a minimum of two weeks before a child leaves the program or makes any changes to their before and after care status. Tuition fees will continue to be invoiced until the written notice is received at the SPARK office. School site staff will not accept any withdrawal notices.

ADDITIONAL PROGRAM PROCEDURES

- A parent or authorized person must check ~~sign~~ the child in each morning and check ~~sign~~ the child out each night. Please see the SPARK Site Leader or other staff member on duty to complete the check in/out process ~~for the location of the sign in/out sheet~~.
- The parent who enrolled and is the primary account holder is required to provide SPARK with any and all court documents pertaining to the student, such as custody agreements, divorce decrees, etc. **SPARK is a separate entity from the school office.**
- The SPARK Site Leader must be notified of any absence. If a child does not arrive to the SPARK program after school, parents will be called immediately, unless the school site office has notification of the student's dismissal prior to the SPARK program time.
- All authorized persons to pick up must be at least 16 years of age, and must present a current photo ID at the time of pick up. A parent will be allowed to pick up his/her child, unless legal documents are on file with the SPARK office that orders otherwise.
- Parents/guardians must notify the site staff by calling the SPARK Site Leader if they wish to allow any persons to pick up their student that is not listed on their current record.
- Parents/guardians are only granted access to the SPARK designated areas during drop off/pickup. Do not access any classrooms, hallways or other spaces that are not designated SPARK program areas. Trespassing in non-SPARK areas may lead to dismissal from the program.
- SPARK must have a signed parent consent form granting permission for a child to participate in extracurricular activities during SPARK hours. These activities include dance, sports, arts and other club-related activities.
- Children MUST be picked up by 6:00 p.m. Late fees will be assessed beginning at 6:01 p.m.
- In case of unexpected circumstances (inclement weather, illness, business, etc.) the parent must have an alternative pick-up plan. SPARK employees may not transport children.
- If a child has not been picked up by 6:30 p.m. by an authorized adult, every effort will be made to contact persons designated as emergency contacts. If this is unsuccessful, the Owasso Police Department may be called to handle the matter.

- Any caregiver who has reason to believe that a child has been abused is required by law to promptly contact the Oklahoma Department of Human Services.

~~Note: Any toys from home, electronic games, devices, iPods, iPads, and/or cell phones, including Smart Watches will not be permitted in the SPARK Program. If a student is found with any of these items, a SPARK employee will secure them and return them to the parent upon pickup. SPARK is not responsible for lost, stolen or broken items.~~

BEHAVIOR MANAGEMENT GOALS

- A positive approach to guidance and discipline that fosters self-control and independence while maintaining a positive self-image will be utilized. Conscious Discipline is utilized for staff training. Because of the growing independence of school-age children, guidance in helping children resolve conflicts and solve problems is encouraged. The following methods will be used to accomplish this:
- Rules will be appropriate for the children's age and stage of development.
- Staff will act as positive role models.
- Both the group as a whole and the needs of the child as an individual will be taken into consideration.
- Rules will be consistently implemented.
- Rationale for rules will be explained and related to the child's well-being, and to the rights and safety of others.
- Staff will maintain an ongoing evaluation of themselves and the program as well as the children served.

Our daily discipline process will follow the steps below:

1. Reminder
2. Warning
3. Separate/Take Away Distraction
4. Take student to SPARK site leader
5. Contact Parent (see steps below)

The use of corporal punishment is never permitted. A child will not be subject to verbal abuse, humiliation or threats. If behavior problems occur and a student is brought to the SPARK Site Leader, he/she will: , ~~the SPARK Site Leader will:~~ (***These are possible outcomes depending on the severity of the behavior. These are not necessarily steps that will be followed in order:)*

1. Discuss the concern with the child and model correct behavior.
2. Discuss the unacceptable behavior with the parent.
3. Write an incident report for parents to sign that addresses the child's inappropriate behavior. The parent's signature may be requested as acknowledgement of the receipt of the report.
4. Suspended from services if the inappropriate behavior continues. Schedule a parent/teacher conference with the SPARK Director or SPARK Site Leader to establish a mutually agreed upon Behavior Intervention Plan.
5. Dismiss child from the program if behavior continues after the child returns from the suspension. Parents will be required to make other child care arrangements for the school year.

CAUSE FOR SUSPENSION or DISMISSAL

SPARK will not continue services for a child:

- When the child's behavior endangers him/herself or others.
- When intentional destruction of property occurs.
- When behavior is consistently disruptive to the entire program affecting all students.
- When the child leaves the site/program without permission.
- When a child is physically violent to staff (including but not limited to: hitting, kicking, scratching, or spitting).
- For non-payment, late payments/late pick up fees, or continuous late pick-up.
- If a parent or guardian physically or verbally abuses/threatens another child, parent, or SPARK employee.
- If a parent continually fails to follow policies and procedures of the program.
- In any dismissal event, tuition and possible refunds will be evaluated at that time.

***The program reserves the right to dismiss any child if the staff determines that the program cannot meet the needs of the child. In extreme cases, the parent may be requested to pick the child up during program time.*

***If a student is dismissed from SPARK for any reason, the student cannot be re-enrolled for one year from the date of dismissal.*

SITE CONTACT NUMBERS

Ator Elementary

Bailey Elementary

Barnes Elementary

Hodson Elementary

Mills Elementary

Morrow Elementary

Northeast Elementary

Smith Elementary

Stone Canyon Elementary

Owasso 6th Grade Center

Commercial Services Agreement
5/23/2024

Cox Account Rep:	Jack Bunds	**Cox System Address**
Phone Number:	(918) 286-4437	**11811 East 51st Street South** Tulsa, OK 74146
Fax Number:	(877) 873-8923	

Customer Information		**Authorized Customer Representative Information**	
Legal Company Name:	OWASSO 6TH GRADE CENTER	**Full Name:**	Russell Thornton
Street Address:	8101 N 129th East Ave	**Billing Telephone:**	(918) 274-3020
City/State/Zip:	Owasso, OK 74055	**Fax:**	
Billing Address:	12901 E 86TH ST N	**Contact Number:**	(918) 376-1293
City/State/Zip:	OWASSO, OK 74055	**Email:** russell.thornton@owassops.org	
Cox Account #:	186-68849101		

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
VoiceManager Essential Package w/ Flat Rated Line	0	1	$25.00	36	$25.00	$0.00
COX 5 CENT CALL PLAN	0	1	$0.00	36	$0.00	$0.00
Directory Listing - Pub Name Only	0	1	$0.00	36	$0.00	$0.00
Install Fees						
Cox Business eMTA Self-Install Kit	0	1	$0.00	0	$0.00	$0.00

Totals:	$25.00	$0.00

The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit **http://www.coxbusiness.com/taxesandfees** for more information

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at http://www.coxbusiness.com/generalterms (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at http://www.coxbusiness.com/e911 ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	**CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature**
Signature:	Signature: Jack Bunds
Print:	Print: Jack Bunds
Title Position:	Title Position: Account Manager
Date:	Date: 6/3/2024

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://www.coxbusiness.com/e911

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at http://www.coxbusiness.com/generalterms, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

Commercial Services Agreement
5/23/2024

Cox Account Rep:	Jack Bunds	**Cox System Address**
Phone Number:	(918) 286-4437	**11811 East 51st Street South** Tulsa, OK 74146
Fax Number:	(877) 873-8923	

Customer Information		**Authorized Customer Representative Information**	
Legal Company Name:	OWASSO PS - STONE CANYON	**Full Name:**	Russell Thornton
Street Address:	7305 N 177th East Ave	**Billing Telephone:**	(918) 274-1634
City/State/Zip:	Owasso, OK 74055	**Fax:**	
Billing Address:	12901 E 86th St N	**Contact Number:**	(918) 376-1293
City/State/Zip:	Owasso, OK 74055	**Email:** russell.thornton@owassops.org	
Cox Account #:	186-66244601		

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
VoiceManager Essential Package w/ Flat Rated Line	0	1	$25.00	36	$25.00	$0.00
COX 5 CENT CALL PLAN	0	1	$0.00	36	$0.00	$0.00
Directory Listing - Pub Name Only	0	1	$0.00	36	$0.00	$0.00
Install Fees						
Cox Business eMTA Self-Install Kit	0	1	$0.00	0	$0.00	$0.00

Totals:	$25.00	$0.00

The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit **http://www.coxbusiness.com/taxesandfees** for more information

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at http://www.coxbusiness.com/generalterms (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at http://www.coxbusiness.com/e911 ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	**CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature**
Signature:	Signature: Jack Bunds
Print:	Print: Jack Bunds
Title Position:	Title Position: Account Manager
Date:	Date: 6/3/2024

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://www.coxbusiness.com/e911

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at http://www.coxbusiness.com/generalterms, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

Commercial Services Agreement
5/23/2024

Cox Account Rep:	Jack Bunds	**Cox System Address**
Phone Number:	(918) 286-4437	**11811 East 51st Street South** Tulsa, OK 74146
Fax Number:	(877) 873-8923	

Customer Information		**Authorized Customer Representative Information**	
Legal Company Name:	OWASSO PS - HAYWARD SMITH ELEM	**Full Name:**	Russell Thornton
Street Address:	12223 E 91st St N	**Billing Telephone:**	(918) 376-1293
City/State/Zip:	Owasso, OK 74055	**Fax:**	
Billing Address:	12901 E 86TH ST N	**Contact Number:**	(918) 376-1293
City/State/Zip:	OWASSO, OK 74055	**Email:** russell.thornton@owassops.org	
Cox Account #:	186-65708401		

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
VoiceManager Essential Package w/ Flat Rated Line	0	1	$25.00	36	$25.00	$0.00
COX 5 CENT CALL PLAN	0	1	$0.00	36	$0.00	$0.00
Directory Listing - Pub Name Only	0	1	$0.00	36	$0.00	$0.00
Install Fees						
Cox Business eMTA Self-Install Kit	0	1	$0.00	0	$0.00	$0.00

Totals:	$25.00	$0.00

The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit **http://www.coxbusiness.com/taxesandfees** for more information

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at http://www.coxbusiness.com/generalterms (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at http://www.coxbusiness.com/e911 ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	**CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature**
Signature:	Signature: Jack Bunds
Print:	Print: Jack Bunds
Title Position:	Title Position: Account Manager
Date:	Date: 6/4/2024

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://www.coxbusiness.com/e911

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at http://www.coxbusiness.com/generalterms, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

Commercial Services Agreement
5/23/2024

Cox Account Rep:	Jack Bunds	**Cox System Address**
Phone Number:	(918) 286-4437	**11811 East 51st Street South** Tulsa, OK 74146
Fax Number:	(877) 873-8923	

Customer Information		**Authorized Customer Representative Information**	
Legal Company Name:	OWASSO PS - NORTHEAST	**Full Name:**	Russell Thornton
Street Address:	13650 E 103rd St N	**Billing Telephone:**	(918) 376-1293
City/State/Zip:	Owasso, OK 74055	**Fax:**	
Billing Address:	12901 E 86TH ST N	**Contact Number:**	(918) 376-1293
City/State/Zip:	OWASSO, OK 74055	**Email:** russell.thornton@owassops.org	
Cox Account #:	186-67471601		

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
VoiceManager Essential Package w/ Flat Rated Line	0	1	$25.00	36	$25.00	$0.00
COX 5 CENT CALL PLAN	0	1	$0.00	36	$0.00	$0.00
Directory Listing - Pub Name Only	0	1	$0.00	36	$0.00	$0.00
Install Fees						
Cox Business eMTA Self-Install Kit	0	1	$0.00	0	$0.00	$0.00

Totals:	$25.00	$0.00

The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit **http://www.coxbusiness.com/taxesandfees** for more information

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at http://www.coxbusiness.com/generalterms (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at http://www.coxbusiness.com/e911 ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	**CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature**
Signature:	Signature: Jack Bunds
Print:	Print: Jack Bunds
Title Position:	Title Position: Account Manager
Date:	Date: 6/3/2024

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://www.coxbusiness.com/e911

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at http://www.coxbusiness.com/generalterms, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

Commercial Services Agreement
5/23/2024

Cox Account Rep:	Jack Bunds	**Cox System Address**
Phone Number:	(918) 286-4437	**11811 East 51st Street South** Tulsa, OK 74146
Fax Number:	(877) 873-8923	

Customer Information		**Authorized Customer Representative Information**	
Legal Company Name:	Owasso PS - Morrow Elementary	**Full Name:**	Russell Thornton
Street Address:	12301 N 132nd East Ave	**Billing Telephone:**	(918) 376-1293
City/State/Zip:	Collinsville, OK 74021	**Fax:**	
Billing Address:	12901 E 86TH ST N	**Contact Number:**	(918) 376-1293
City/State/Zip:	OWASSO, OK 74055	**Email:** russell.thornton@owassops.org	
Cox Account #:	186-74102701		

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
VoiceManager Essential Package w/ Flat Rated Line	0	1	$25.00	36	$25.00	$0.00
COX 5 CENT CALL PLAN	0	1	$0.00	36	$0.00	$0.00
Directory Listing - Pub Name Only	0	1	$0.00	36	$0.00	$0.00
Install Fees						
Cox Business eMTA Self-Install Kit	0	1	$0.00	0	$0.00	$0.00

Totals:	$25.00	$0.00

The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit **http://www.coxbusiness.com/taxesandfees** for more information

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at http://www.coxbusiness.com/generalterms (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at http://www.coxbusiness.com/e911 ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	**CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature**
Signature:	Signature: Jack Bunds
Print:	Print: Jack Bunds
Title Position:	Title Position: Account Manager
Date:	Date: 6/3/2024

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://www.coxbusiness.com/e911

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at http://www.coxbusiness.com/generalterms, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

Commercial Services Agreement
5/23/2024

Cox Account Rep:	Jack Bunds	**Cox System Address**
Phone Number:	(918) 286-4437	**11811 East 51st Street South** Tulsa, OK 74146
Fax Number:	(877) 873-8923	

Customer Information		**Authorized Customer Representative Information**	
Legal Company Name:	OWASSO PS - MILLS ELEMENTARY	**Full Name:**	Russell Thornton
Street Address:	8200 N 124th East Ave	**Billing Telephone:**	(918) 272-2288
City/State/Zip:	Owasso, OK 74055	**Fax:**	
Billing Address:	12901 E 86TH ST N	**Contact Number:**	(479) 739-7271
City/State/Zip:	OWASSO, OK 74055	**Email:** russell.thornton@owassops.org	
Cox Account #:	186-68849301		

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
VoiceManager Essential Package w/ Flat Rated Line	0	1	$25.00	36	$25.00	$0.00
COX 5 CENT CALL PLAN	0	1	$0.00	36	$0.00	$0.00
Directory Listing - Pub Name Only	0	1	$0.00	36	$0.00	$0.00
Install Fees						
Cox Business eMTA Self-Install Kit	0	1	$0.00	0	$0.00	$0.00

Totals:	$25.00	$0.00

The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit **http://www.coxbusiness.com/taxesandfees** for more information

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at http://www.coxbusiness.com/generalterms (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at http://www.coxbusiness.com/e911 ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	**CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature**
Signature:	Signature: Jack Bunds
Print:	Print: Jack Bunds
Title Position:	Title Position: Account Manager
Date:	Date: 6/3/2024

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://www.coxbusiness.com/e911

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at http://www.coxbusiness.com/generalterms, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

Commercial Services Agreement
5/23/2024

Cox Account Rep:	Jack Bunds	**Cox System Address**
Phone Number:	(918) 286-4437	**11811 East 51st Street South** Tulsa, OK 74146
Fax Number:	(877) 873-8923	

Customer Information		**Authorized Customer Representative Information**	
Legal Company Name:	OWASSO PS - HODSON ELEMENTARY	**Full Name:**	Russell Thornton
Street Address:	14500 E 86th St N	**Billing Telephone:**	(918) 272-8160
City/State/Zip:	Owasso, OK 74055	**Fax:**	
Billing Address:	14500 E 86th St N	**Contact Number:**	(918) 376-1293
City/State/Zip:	Owasso, OK 74055	**Email:** russell.thornton@owassops.org	
Cox Account #:	186-68849201		

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
VoiceManager Essential Package w/ Flat Rated Line	0	1	$25.00	36	$25.00	$0.00
COX 5 CENT CALL PLAN	0	1	$0.00	36	$0.00	$0.00
Directory Listing - Pub Name Only	0	1	$0.00	36	$0.00	$0.00
Install Fees						
Cox Business eMTA Self-Install Kit	0	1	$0.00	0	$0.00	$0.00

Totals:	$25.00	$0.00

The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit **http://www.coxbusiness.com/taxesandfees** for more information

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at http://www.coxbusiness.com/generalterms (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at http://www.coxbusiness.com/e911 ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	**CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature**
Signature:	Signature: Jack Bunds
Print:	Print: Jack Bunds
Title Position:	Title Position: Account Manager
Date:	Date: 6/3/2024

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://www.coxbusiness.com/e911

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at http://www.coxbusiness.com/generalterms, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

Commercial Services Agreement
5/23/2024

Cox Account Rep:	Jack Bunds	**Cox System Address**
Phone Number:	(918) 286-4437	**11811 East 51st Street South** Tulsa, OK 74146
Fax Number:	(877) 873-8923	

Customer Information		**Authorized Customer Representative Information**	
Legal Company Name:	BARNES ELEMENTARY	**Full Name:**	Russell Thornton
Street Address:	7809 E 76th St N	**Billing Telephone:**	(918) 272-1153
City/State/Zip:	Owasso, OK 74055	**Fax:**	
Billing Address:	12901 E 86TH ST N	**Contact Number:**	(918) 376-1293
City/State/Zip:	OWASSO, OK 74055	**Email:** russell.thornton@owassops.org	
Cox Account #:	186-66232101		

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
VoiceManager Essential Package w/ Flat Rated Line	0	1	$25.00	36	$25.00	$0.00
COX 5 CENT CALL PLAN	0	1	$0.00	36	$0.00	$0.00
Directory Listing - Pub Name Only	0	1	$0.00	36	$0.00	$0.00
Install Fees						
Cox Business eMTA Self-Install Kit	0	1	$0.00	0	$0.00	$0.00

Totals:	$25.00	$0.00

The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit **http://www.coxbusiness.com/taxesandfees** for more information

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at http://www.coxbusiness.com/generalterms (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at http://www.coxbusiness.com/e911 ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	**CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature**
Signature:	Signature: Jack Bunds
Print:	Print: Jack Bunds
Title Position:	Title Position: Account Manager
Date:	Date: 6/3/2024

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://www.coxbusiness.com/e911

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at http://www.coxbusiness.com/generalterms, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

Commercial Services Agreement
5/24/2024

Cox Account Rep:	Jack Bunds	**Cox System Address**
Phone Number:	(918) 286-4437	**11811 East 51st Street South** Tulsa, OK 74146
Fax Number:	(877) 873-8923	

Customer Information		**Authorized Customer Representative Information**	
Legal Company Name:	BAILEY ELEMENTARY SCHOOL	**Full Name:**	Russell Thornton
Street Address:	10221 E 96th St N	**Billing Telephone:**	(918) 272-5399
City/State/Zip:	Owasso, OK 74055	**Fax:**	
Billing Address:	12901 E 86TH ST N	**Contact Number:**	(918) 376-1293
City/State/Zip:	OWASSO, OK 74055	**Email:** russell.thornton@owassops.org	
Cox Account #:	186-67471501		

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
VoiceManager Essential Package w/ Flat Rated Line	0	1	$25.00	36	$25.00	$0.00
COX 5 CENT CALL PLAN	0	1	$0.00	36	$0.00	$0.00
Directory Listing - Pub Name Only	0	1	$0.00	36	$0.00	$0.00
Install Fees						
Cox Business eMTA Self-Install Kit	0	1	$0.00	0	$0.00	$0.00

Totals:	$25.00	$0.00

The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit **http://www.coxbusiness.com/taxesandfees** for more information

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at http://www.coxbusiness.com/generalterms (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at http://www.coxbusiness.com/e911 ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	**CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature**
Signature:	Signature: Jack Bunds
Print:	Print: Jack Bunds
Title Position:	Title Position: Account Manager
Date:	Date: 6/3/2024

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://www.coxbusiness.com/e911

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at http://www.coxbusiness.com/generalterms, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

Commercial Services Agreement
5/23/2024

Cox Account Rep:	Jack Bunds	**Cox System Address**
Phone Number:	(918) 286-4437	**11811 East 51st Street South** Tulsa, OK 74146
Fax Number:	(877) 873-8923	

Customer Information		**Authorized Customer Representative Information**	
Legal Company Name:	OWASSO PS - ATOR HEIGHTS ELEM	**Full Name:**	Russell Thornton
Street Address:	1500 N Ash St	**Billing Telephone:**	(918) 376-1276
City/State/Zip:	Owasso, OK 74055	**Fax:**	
Billing Address:	12901 E 86TH ST N	**Contact Number:**	(918) 376-1293
City/State/Zip:	OWASSO, OK 74055	**Email:** russell.thornton@owassops.org	
Cox Account #:	186-72285501,186-65708301		

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
VoiceManager Essential Package w/ Flat Rated Line	0	1	$25.00	36	$25.00	$0.00
COX 5 CENT CALL PLAN	0	1	$0.00	36	$0.00	$0.00
Directory Listing - Pub Name Only	0	1	$0.00	36	$0.00	$0.00
Install Fees						
Cox Business eMTA Self-Install Kit	0	1	$0.00	0	$0.00	$0.00

Totals:	$25.00	$0.00

The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit **http://www.coxbusiness.com/taxesandfees** for more information

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at http://www.coxbusiness.com/generalterms (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at http://www.coxbusiness.com/e911 ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	**CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature**
Signature:	Signature: Jack Bunds
Print:	Print: Jack Bunds
Title Position:	Title Position: Account Manager
Date:	Date: 6/3/2024

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://www.coxbusiness.com/e911

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at http://www.coxbusiness.com/generalterms, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

PROVIDER AGREEMENT

FOR INTERNAL USE ONLY
Agreement Number: OKDAYC-00- _____

Provider State License No.: K830056544
Contract No.: 29882

Effective Date:

This **Agreement** is made by and between Conduent State Government Solutions, having an office at 745 West New Circle Rd. Lexington, KY, 40511 (hereinafter "**Conduent**") and OPS-Stone Canyon Elementary School- Spark _____, a☐ _____ ☐corporation, ☐individual(s), ☐partnership, ☒ other Owasso Public Schools; ☐organized and existing under the Laws of the State of Oklahoma, and having a ☒ business, ☐ residence at 7305 N 177th E Ave. Owasso, Oklahoma 74021 (hereinafter "**Provider**").

Conduent State Government Solutions is under contract with the State of Oklahoma (hereinafter "**State**") to provide an automated day care system that provides timekeeping and recording of attendance of State authorized day care attendees as well as provide the State's reimbursement for the subsidized attendees to day care providers. As part of that contract with the State, Conduent is also required to furnish equipment for the use of day care providers and maintain that equipment.

Article 1: CONDUENT STATE GOVERNMENT SOLUTIONS RESPONSIBILITIES

1.1 Conduent will furnish Provider with POS equipment (hereinafter "**Equipment**") and related services: installation, training, repair, help desk support and settlement.

1.2 Equipment. Equipment shall be a VeriFone model OMNI 570. Conduent reserves the right to change the Equipment's brand, model or features at any time without prior notification to Provider.

1.3 Equipment Ownership. Equipment shall at all times remain the property of Conduent.

1.4 Equipment Usage. Unless otherwise provided for in this Agreement, Equipment shall be used by Provider solely in connection with the Oklahoma EBT Day Care Program (hereinafter "**EBT Day Care Program**").

1.5 Equipment Allocation. One (1) unit of Equipment shall be furnished for every 30 State authorized day care attendees assigned to the Provider under the EBT Day Care Program (hereinafter "**Active Participants**"). Conduent reserves the right to remove excess Equipment on demand during Provider's normal business hours. Excess Equipment is defined as a ratio of Equipment to Active Participants of less than 1:30 when more than 1 (one) unit of Equipment is furnished (examples: 1:29 or 1:20). Guidelines for Equipment allocation are established under a separate contract between Conduent and the State.

1.6 Installation. Conduent shall ship Equipment for installation by the Provider. Conduent will provide training over the phone to the Provider.

1.7 Training. At the time of installation, the Provider or authorized person will be trained and provided one (1) *Quick Reference Guide* and one (1) *Provider Operations Manual*.

1.8 Help Desk. Conduent shall provide a toll-free telephone number for Provider use 24 hours per day/7 days per week. The Help Desk will be staffed 24/7.

1.9 Equipment Repair. Conduent shall be solely responsible for repair of Equipment. For Equipment repair, Provider shall promptly notify Conduent using the telephone number(s) separately furnished to Provider by Conduent. Repair calls are processed through the Help Desk. At Conduent discretion, Equipment may be repaired or replaced.

1.10 Settlement. Conduent shall provide for weekly settlement to the Provider based on Provider's participation under the EBT Day Care Program. Conduent shall use the data furnished by the Provider under Exhibit A for settlement, as may be updated from time to time by the Provider in writing. Settlement shall be by electronic funds transfer only.

1.11 Supplies. Conduent will be furnishing the Provider a website to order paper used in the Equipment. That website is **www.conduenteccsupply.com** and paper will be shipped directly to provider.

Article 2: PROVIDER RESPONSIBILITIES

2.1 Equipment Use and Care. The Provider agrees that it shall follow the instructions of any manuals accompanying the Equipment, as amended from time to time, in the care, use and installation requirements of the Equipment as specified by the manufacturer.

2.2 Equipment Security. Provider agrees that it shall provide reasonable security measures to protect the Equipment from damage, theft or unauthorized use.

2.3 Equipment Environmental. Provider agrees that it shall provide suitable electric current to operate the Equipment, a suitable place for Equipment installation, a suitable environment for the Equipment and telephone service for use by the Equipment (shared or dedicated at Provider discretion). Provider agrees to be solely responsible for and bear all one-time and recurring expenses and fees, of all electrical and telephone services necessary for the operation of the Equipment.

2.4 Provider and Bank Data. Provider agrees that at all times it shall provide accurate and current data for Exhibit A. Provider acknowledges that failure to immediately notify Conduent in writing of changes to Exhibit A data may result in delayed or lost settlement reimbursements.

2.5 Equipment Control and Location. Provider agrees that it will at all times keep the Equipment in its sole possession and control. The Equipment shall not be moved from the Provider address(es) stated in Exhibit C without prior written notification to Conduent. Provider agrees that at all times it shall provide accurate and current data for Exhibit C.

2.6 Equipment Liens. Provider agrees that it shall keep the Equipment free and clear of all liens and encumbrances.

2.7. Equipment Access. Provider agrees that Conduent or its designee shall have free and clear access to the Equipment at all reasonable times for the purpose of maintenance, repair, inspection or removal.

2.8 Equipment Repair. Provider agrees that it shall not make or attempt to make any repairs to the Equipment.

2.9 Equipment Supplies. Provider agrees that it shall be responsible for procuring the Equipment's printer paper.

Article 3: TERM AND TERMINATION

3.1 Initial Term. The initial term of the Agreement shall commence on the Effective Date and extend to September 11, 2024 (hereinafter "**Initial Term**").

3.2 Renewal Periods. Unless the Agreement is terminated or expires in accordance with the terms of this Agreement, this Agreement shall automatically renew without further action for twelve (12) month periods from April 1 to March 31 (hereinafter "**Renewal Period(s)**").

3.3 Termination. Either party may terminate this Agreement without cause upon giving fifteen (15) days prior written notice to the other party, citing this Section 3.3.

This Agreement shall terminate immediately upon the instance of one or more of the following: Provider is no longer authorized under the EBT Day Care Program or Provider ceases its business operations in the State for any reason.

3.4 Effect of Termination – Equipment. Within five (5) business days of Agreement termination, Provider shall return all Equipment to Conduent at Conduent expense or make the Equipment available for Conduent pickup at a mutually agreed time from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding Federal holidays.

Article 4: LOSS OF EQUIPMENT

4.1 Provider shall ensure that Provider's existing insurance coverage, if any, covers the Equipment against casualty loss. Provider agrees to bear the expenses to replace Equipment that is lost, suffers a casualty loss or is stolen while the Equipment is in the Provider's care.

Article 5: LIMITATION OF LIABILITY

5.1 Conduent shall in no event be liable for any damages, including but not limited to, special, consequential or exemplary damages of any kind whether arising in contract, tort, warranty, indemnification or contribution, or under any other theory of law with regard to matter arising from this Agreement.

Article 6: INDEMNIFICATION

6.1 Except for Conduent gross negligence, if any claim is asserted or action brought against Conduent arising from this Agreement, Provider shall hold harmless and defend Conduent from any such claim or action at Provider expense, and shall indemnify Conduent for any cost and damages, including attorney's fees actually incurred by Conduent in connection therewith.

Article 7: WARRANTIES

7.1 CONDUENT WARRANTS THAT SERVICES PROVIDED UNDER THIS AGREEMENT WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS BY QUALIFIED PERSONNEL IN A QUALITY MANNER AND WILL CONFORM TO THE SPECIFICATIONS AS DESCRIBED HEREIN.

7.2 THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION ARE THE ONLY WARRANTIES GIVEN BY CONDUENT WITH RESPECT TO THE SERVICES AND EQUIPMENT PROVIDED PURSUANT TO THIS AGREEMENT. CONDUENT MAKES NO OTHER WARRANTIES EXPRESSED OR IMPLIED, OR ARISING BY CUSTOM OR TRADE USAGE AND SPECIFICALLY MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article 8: GOVERNING LAW

8.1 This Agreement will be governed by and construed in accordance with the Laws of the State of Oklahoma and any action commenced hereunder shall be brought in State of Oklahoma. Further, Provider consents to the jurisdiction of the courts located in State of Oklahoma.

Article 9: ASSIGNMENT

9.1 Neither this Agreement, nor any right or obligation thereunder, shall be assigned to third parties by the Provider without the prior written consent of CONDUENT.

Article 10: PROVIDER PURCHASE ORDER

10.1 The terms and conditions contained in this Agreement shall take precedence over and shall apply in lieu of any terms and conditions contained on any Provider document unless mutually agreed to by the parties and specifically incorporated herein.

Article 11: AMENDMENTS OR ADDENDA

11.1 The amendments, addenda, exhibits or attachments listed below, are incorporated herein by reference:

Exhibit A: Provider Settlement Authorization Form
Exhibit C: Provider Location Information

Article 12: INDEPENDENT CONTRACTOR

12.1 The parties shall, at all times, be independent contractors, and nothing contained herein shall be deemed to create any association, partnership, joint venture, or relationship of principal and agent or employer and employee between the parties.

Article 13: ENTIRE AGREEMENT AND MODIFICATIONS

13.1 This Agreement supersedes any and all prior representations, conditions, warranties, understandings, proposals, or previous agreements between the parties hereto, either oral or written relating to the matters of this Agreement hereunder and constitutes the sole, full and complete agreement between the parties.

13.2 Further, this Agreement shall not be modified, changed, amended, or waived except by means of a written instrument signed by an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized officials, executed this Agreement.

CONDUENT GOVERNMENT SOLUTIONS	**DAY CARE HOME OR DAY CARE CENTER**
By: Zorica Radic	X_____
(Signature)	(Signature)
Zorica Radic	X_____
(Name, type or print)	(Name, type or print)
Conduent Program Manager	X_____
(Title)	(Title)
X_____	X_____
(Date)	(Date)

Exhibit A
Provider Settlement Authorization Form

Conduent State Government Solutions is hereby authorized by:
(full legal name)_____

_____ or its designee, and the other financial institution listed below to transfer funds and make correcting debit adjustments, when needed, to the indicated financial account for activity to the EBT Day Care Program subject to the terms of the Provider Agreement.

1. Check One:

o First Submission o Change in Information

2. Financial Institution Information:

_____
Name of Bank

_____
Bank Address

_____
City/State/Zip Code

3. Provider Business Information:

_____
d/b/a (If doing business under another name or a trade name)

_____
Address

_____
City/State/Zip Code

_____
Telephone Number

4. Fill-in checking or savings information that funds will be deposited into.

Checking Account Number:

Savings Account Number:

Bank Routing Number (ABA Number):

5. Authorized Signature:

_____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

IMPORTANT:

a. **ATTACH COPY OF VOIDED CHECK OR DEPOSIT TICKET.**

b. **RETURN THIS FORM TO:**
Conduent State Government Solutions
P.O. Box 14371
Lexington, KY 40511
Or to ECCOperations@conduent.com

PROVIDER AGREEMENT

FOR INTERNAL USE ONLY
Agreement Number: OKDAYC-00- _____

Provider State License No.: K830056545
Contract No.: 29883

Effective Date:

This **Agreement** is made by and between Conduent State Government Solutions, having an office at 745 West New Circle Rd. Lexington, KY, 40511 (hereinafter "**Conduent**") and OPS-Smith Elementary School- Spark _____, a☐ _____ ☐corporation, ☐individual(s), ☐partnership, ☒ other Owasso Public Schools; ☐organized and existing under the Laws of the State of Oklahoma, and having a ☒ business, ☐ residence at 12223 E 91st St N. Owasso, Oklahoma 74055 (hereinafter "**Provider**").

Conduent State Government Solutions is under contract with the State of Oklahoma (hereinafter "**State**") to provide an automated day care system that provides timekeeping and recording of attendance of State authorized day care attendees as well as provide the State's reimbursement for the subsidized attendees to day care providers. As part of that contract with the State, Conduent is also required to furnish equipment for the use of day care providers and maintain that equipment.

Article 1: CONDUENT STATE GOVERNMENT SOLUTIONS RESPONSIBILITIES

1.1 Conduent will furnish Provider with POS equipment (hereinafter "**Equipment**") and related services: installation, training, repair, help desk support and settlement.

1.2 Equipment. Equipment shall be a VeriFone model OMNI 570. Conduent reserves the right to change the Equipment's brand, model or features at any time without prior notification to Provider.

1.3 Equipment Ownership. Equipment shall at all times remain the property of Conduent.

1.4 Equipment Usage. Unless otherwise provided for in this Agreement, Equipment shall be used by Provider solely in connection with the Oklahoma EBT Day Care Program (hereinafter "**EBT Day Care Program**").

1.5 Equipment Allocation. One (1) unit of Equipment shall be furnished for every 30 State authorized day care attendees assigned to the Provider under the EBT Day Care Program (hereinafter "**Active Participants**"). Conduent reserves the right to remove excess Equipment on demand during Provider's normal business hours. Excess Equipment is defined as a ratio of Equipment to Active Participants of less than 1:30 when more than 1 (one) unit of Equipment is furnished (examples: 1:29 or 1:20). Guidelines for Equipment allocation are established under a separate contract between Conduent and the State.

1.6 Installation. Conduent shall ship Equipment for installation by the Provider. Conduent will provide training over the phone to the Provider.

1.7 Training. At the time of installation, the Provider or authorized person will be trained and provided one (1) *Quick Reference Guide* and one (1) *Provider Operations Manual*.

1.8 Help Desk. Conduent shall provide a toll-free telephone number for Provider use 24 hours per day/7 days per week. The Help Desk will be staffed 24/7.

1.9 Equipment Repair. Conduent shall be solely responsible for repair of Equipment. For Equipment repair, Provider shall promptly notify Conduent using the telephone number(s) separately furnished to Provider by Conduent. Repair calls are processed through the Help Desk. At Conduent discretion, Equipment may be repaired or replaced.

1.10 Settlement. Conduent shall provide for weekly settlement to the Provider based on Provider's participation under the EBT Day Care Program. Conduent shall use the data furnished by the Provider under Exhibit A for settlement, as may be updated from time to time by the Provider in writing. Settlement shall be by electronic funds transfer only.

1.11 Supplies. Conduent will be furnishing the Provider a website to order paper used in the Equipment. That website is **www.conduenteccsupply.com** and paper will be shipped directly to provider.

Article 2: PROVIDER RESPONSIBILITIES

2.1 Equipment Use and Care. The Provider agrees that it shall follow the instructions of any manuals accompanying the Equipment, as amended from time to time, in the care, use and installation requirements of the Equipment as specified by the manufacturer.

2.2 Equipment Security. Provider agrees that it shall provide reasonable security measures to protect the Equipment from damage, theft or unauthorized use.

2.3 Equipment Environmental. Provider agrees that it shall provide suitable electric current to operate the Equipment, a suitable place for Equipment installation, a suitable environment for the Equipment and telephone service for use by the Equipment (shared or dedicated at Provider discretion). Provider agrees to be solely responsible for and bear all one-time and recurring expenses and fees, of all electrical and telephone services necessary for the operation of the Equipment.

2.4 Provider and Bank Data. Provider agrees that at all times it shall provide accurate and current data for Exhibit A. Provider acknowledges that failure to immediately notify Conduent in writing of changes to Exhibit A data may result in delayed or lost settlement reimbursements.

2.5 Equipment Control and Location. Provider agrees that it will at all times keep the Equipment in its sole possession and control. The Equipment shall not be moved from the Provider address(es) stated in Exhibit C without prior written notification to Conduent. Provider agrees that at all times it shall provide accurate and current data for Exhibit C.

2.6 Equipment Liens. Provider agrees that it shall keep the Equipment free and clear of all liens and encumbrances.

2.7. Equipment Access. Provider agrees that Conduent or its designee shall have free and clear access to the Equipment at all reasonable times for the purpose of maintenance, repair, inspection or removal.

2.8 Equipment Repair. Provider agrees that it shall not make or attempt to make any repairs to the Equipment.

2.9 Equipment Supplies. Provider agrees that it shall be responsible for procuring the Equipment's printer paper.

Article 3: TERM AND TERMINATION

3.1 Initial Term. The initial term of the Agreement shall commence on the Effective Date and extend to September 11, 2024 (hereinafter "**Initial Term**").

3.2 Renewal Periods. Unless the Agreement is terminated or expires in accordance with the terms of this Agreement, this Agreement shall automatically renew without further action for twelve (12) month periods from April 1 to March 31 (hereinafter "**Renewal Period(s)**").

3.3 Termination. Either party may terminate this Agreement without cause upon giving fifteen (15) days prior written notice to the other party, citing this Section 3.3.

This Agreement shall terminate immediately upon the instance of one or more of the following: Provider is no longer authorized under the EBT Day Care Program or Provider ceases its business operations in the State for any reason.

3.4 Effect of Termination – Equipment. Within five (5) business days of Agreement termination, Provider shall return all Equipment to Conduent at Conduent expense or make the Equipment available for Conduent pickup at a mutually agreed time from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding Federal holidays.

Article 4: LOSS OF EQUIPMENT

4.1 Provider shall ensure that Provider's existing insurance coverage, if any, covers the Equipment against casualty loss. Provider agrees to bear the expenses to replace Equipment that is lost, suffers a casualty loss or is stolen while the Equipment is in the Provider's care.

Article 5: LIMITATION OF LIABILITY

5.1 Conduent shall in no event be liable for any damages, including but not limited to, special, consequential or exemplary damages of any kind whether arising in contract, tort, warranty, indemnification or contribution, or under any other theory of law with regard to matter arising from this Agreement.

Article 6: INDEMNIFICATION

6.1 Except for Conduent gross negligence, if any claim is asserted or action brought against Conduent arising from this Agreement, Provider shall hold harmless and defend Conduent from any such claim or action at Provider expense, and shall indemnify Conduent for any cost and damages, including attorney's fees actually incurred by Conduent in connection therewith.

Article 7: WARRANTIES

7.1 CONDUENT WARRANTS THAT SERVICES PROVIDED UNDER THIS AGREEMENT WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS BY QUALIFIED PERSONNEL IN A QUALITY MANNER AND WILL CONFORM TO THE SPECIFICATIONS AS DESCRIBED HEREIN.

7.2 THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION ARE THE ONLY WARRANTIES GIVEN BY CONDUENT WITH RESPECT TO THE SERVICES AND EQUIPMENT PROVIDED PURSUANT TO THIS AGREEMENT. CONDUENT MAKES NO OTHER WARRANTIES EXPRESSED OR IMPLIED, OR ARISING BY CUSTOM OR TRADE USAGE AND SPECIFICALLY MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article 8: GOVERNING LAW

8.1 This Agreement will be governed by and construed in accordance with the Laws of the State of Oklahoma and any action commenced hereunder shall be brought in State of Oklahoma. Further, Provider consents to the jurisdiction of the courts located in State of Oklahoma.

Article 9: ASSIGNMENT

9.1 Neither this Agreement, nor any right or obligation thereunder, shall be assigned to third parties by the Provider without the prior written consent of CONDUENT.

Article 10: PROVIDER PURCHASE ORDER

10.1 The terms and conditions contained in this Agreement shall take precedence over and shall apply in lieu of any terms and conditions contained on any Provider document unless mutually agreed to by the parties and specifically incorporated herein.

Article 11: AMENDMENTS OR ADDENDA

11.1 The amendments, addenda, exhibits or attachments listed below, are incorporated herein by reference:

Exhibit A: Provider Settlement Authorization Form
Exhibit C: Provider Location Information

Article 12: INDEPENDENT CONTRACTOR

12.1 The parties shall, at all times, be independent contractors, and nothing contained herein shall be deemed to create any association, partnership, joint venture, or relationship of principal and agent or employer and employee between the parties.

Article 13: ENTIRE AGREEMENT AND MODIFICATIONS

13.1 This Agreement supersedes any and all prior representations, conditions, warranties, understandings, proposals, or previous agreements between the parties hereto, either oral or written relating to the matters of this Agreement hereunder and constitutes the sole, full and complete agreement between the parties.

13.2 Further, this Agreement shall not be modified, changed, amended, or waived except by means of a written instrument signed by an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized officials, executed this Agreement.

CONDUENT GOVERNMENT SOLUTIONS	**DAY CARE HOME OR DAY CARE CENTER**
By: Zorica Radic	X_____
(Signature)	(Signature)
Zorica Radic	X_____
(Name, type or print)	(Name, type or print)
Conduent Program Manager	X_____
(Title)	(Title)
X_____	X_____
(Date)	(Date)

Exhibit A
Provider Settlement Authorization Form

Conduent State Government Solutions is hereby authorized by:
(full legal name)_____

_____ or its designee, and the other financial institution listed below to transfer funds and make correcting debit adjustments, when needed, to the indicated financial account for activity to the EBT Day Care Program subject to the terms of the Provider Agreement.

1. Check One:

o First Submission o Change in Information

2. Financial Institution Information:

_____
Name of Bank

_____
Bank Address

_____
City/State/Zip Code

3. Provider Business Information:

_____
d/b/a (If doing business under another name or a trade name)

_____
Address

_____
City/State/Zip Code

_____
Telephone Number

4. Fill-in checking or savings information that funds will be deposited into.

Checking Account Number:

Savings Account Number:

Bank Routing Number (ABA Number):

5. Authorized Signature:

_____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

IMPORTANT:

a. **ATTACH COPY OF VOIDED CHECK OR DEPOSIT TICKET.**

b. **RETURN THIS FORM TO:**
Conduent State Government Solutions
P.O. Box 14371
Lexington, KY 40511
Or to ECCOperations@conduent.com

PROVIDER AGREEMENT

FOR INTERNAL USE ONLY
Agreement Number: OKDAYC-00- _____

Provider State License No.: K830056543
Contract No.: 29881

Effective Date:

This **Agreement** is made by and between Conduent State Government Solutions, having an office at 745 West New Circle Rd. Lexington, KY, 40511 (hereinafter "**Conduent**") and OPS- Northeast Elementary School- Spark _____, a☐ _____ ☐corporation, ☐individual(s), ☐partnership, ☒ other Owasso Public Schools; ☐organized and existing under the Laws of the State of Oklahoma, and having a ☒ business, ☐ residence at 113650 E 103rd St N.. Owasso, Oklahoma 74021 (hereinafter "**Provider**").

Conduent State Government Solutions is under contract with the State of Oklahoma (hereinafter "**State**") to provide an automated day care system that provides timekeeping and recording of attendance of State authorized day care attendees as well as provide the State's reimbursement for the subsidized attendees to day care providers. As part of that contract with the State, Conduent is also required to furnish equipment for the use of day care providers and maintain that equipment.

Article 1: CONDUENT STATE GOVERNMENT SOLUTIONS RESPONSIBILITIES

1.1 Conduent will furnish Provider with POS equipment (hereinafter "**Equipment**") and related services: installation, training, repair, help desk support and settlement.

1.2 Equipment. Equipment shall be a VeriFone model OMNI 570. Conduent reserves the right to change the Equipment's brand, model or features at any time without prior notification to Provider.

1.3 Equipment Ownership. Equipment shall at all times remain the property of Conduent.

1.4 Equipment Usage. Unless otherwise provided for in this Agreement, Equipment shall be used by Provider solely in connection with the Oklahoma EBT Day Care Program (hereinafter "**EBT Day Care Program**").

1.5 Equipment Allocation. One (1) unit of Equipment shall be furnished for every 30 State authorized day care attendees assigned to the Provider under the EBT Day Care Program (hereinafter "**Active Participants**"). Conduent reserves the right to remove excess Equipment on demand during Provider's normal business hours. Excess Equipment is defined as a ratio of Equipment to Active Participants of less than 1:30 when more than 1 (one) unit of Equipment is furnished (examples: 1:29 or 1:20). Guidelines for Equipment allocation are established under a separate contract between Conduent and the State.

1.6 Installation. Conduent shall ship Equipment for installation by the Provider. Conduent will provide training over the phone to the Provider.

1.7 Training. At the time of installation, the Provider or authorized person will be trained and provided one (1) *Quick Reference Guide* and one (1) *Provider Operations Manual*.

1.8 Help Desk. Conduent shall provide a toll-free telephone number for Provider use 24 hours per day/7 days per week. The Help Desk will be staffed 24/7.

1.9 Equipment Repair. Conduent shall be solely responsible for repair of Equipment. For Equipment repair, Provider shall promptly notify Conduent using the telephone number(s) separately furnished to Provider by Conduent. Repair calls are processed through the Help Desk. At Conduent discretion, Equipment may be repaired or replaced.

1.10 Settlement. Conduent shall provide for weekly settlement to the Provider based on Provider's participation under the EBT Day Care Program. Conduent shall use the data furnished by the Provider under Exhibit A for settlement, as may be updated from time to time by the Provider in writing. Settlement shall be by electronic funds transfer only.

1.11 Supplies. Conduent will be furnishing the Provider a website to order paper used in the Equipment. That website is **www.conduenteccsupply.com** and paper will be shipped directly to provider.

Article 2: PROVIDER RESPONSIBILITIES

2.1 Equipment Use and Care. The Provider agrees that it shall follow the instructions of any manuals accompanying the Equipment, as amended from time to time, in the care, use and installation requirements of the Equipment as specified by the manufacturer.

2.2 Equipment Security. Provider agrees that it shall provide reasonable security measures to protect the Equipment from damage, theft or unauthorized use.

2.3 Equipment Environmental. Provider agrees that it shall provide suitable electric current to operate the Equipment, a suitable place for Equipment installation, a suitable environment for the Equipment and telephone service for use by the Equipment (shared or dedicated at Provider discretion). Provider agrees to be solely responsible for and bear all one-time and recurring expenses and fees, of all electrical and telephone services necessary for the operation of the Equipment.

2.4 Provider and Bank Data. Provider agrees that at all times it shall provide accurate and current data for Exhibit A. Provider acknowledges that failure to immediately notify Conduent in writing of changes to Exhibit A data may result in delayed or lost settlement reimbursements.

2.5 Equipment Control and Location. Provider agrees that it will at all times keep the Equipment in its sole possession and control. The Equipment shall not be moved from the Provider address(es) stated in Exhibit C without prior written notification to Conduent. Provider agrees that at all times it shall provide accurate and current data for Exhibit C.

2.6 Equipment Liens. Provider agrees that it shall keep the Equipment free and clear of all liens and encumbrances.

2.7. Equipment Access. Provider agrees that Conduent or its designee shall have free and clear access to the Equipment at all reasonable times for the purpose of maintenance, repair, inspection or removal.

2.8 Equipment Repair. Provider agrees that it shall not make or attempt to make any repairs to the Equipment.

2.9 Equipment Supplies. Provider agrees that it shall be responsible for procuring the Equipment's printer paper.

Article 3: TERM AND TERMINATION

3.1 Initial Term. The initial term of the Agreement shall commence on the Effective Date and extend to September 11, 2024 (hereinafter "**Initial Term**").

3.2 Renewal Periods. Unless the Agreement is terminated or expires in accordance with the terms of this Agreement, this Agreement shall automatically renew without further action for twelve (12) month periods from April 1 to March 31 (hereinafter "**Renewal Period(s)**").

3.3 Termination. Either party may terminate this Agreement without cause upon giving fifteen (15) days prior written notice to the other party, citing this Section 3.3.

This Agreement shall terminate immediately upon the instance of one or more of the following: Provider is no longer authorized under the EBT Day Care Program or Provider ceases its business operations in the State for any reason.

3.4 Effect of Termination – Equipment. Within five (5) business days of Agreement termination, Provider shall return all Equipment to Conduent at Conduent expense or make the Equipment available for Conduent pickup at a mutually agreed time from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding Federal holidays.

Article 4: LOSS OF EQUIPMENT

4.1 Provider shall ensure that Provider's existing insurance coverage, if any, covers the Equipment against casualty loss. Provider agrees to bear the expenses to replace Equipment that is lost, suffers a casualty loss or is stolen while the Equipment is in the Provider's care.

Article 5: LIMITATION OF LIABILITY

5.1 Conduent shall in no event be liable for any damages, including but not limited to, special, consequential or exemplary damages of any kind whether arising in contract, tort, warranty, indemnification or contribution, or under any other theory of law with regard to matter arising from this Agreement.

Article 6: INDEMNIFICATION

6.1 Except for Conduent gross negligence, if any claim is asserted or action brought against Conduent arising from this Agreement, Provider shall hold harmless and defend Conduent from any such claim or action at Provider expense, and shall indemnify Conduent for any cost and damages, including attorney's fees actually incurred by Conduent in connection therewith.

Article 7: WARRANTIES

7.1 CONDUENT WARRANTS THAT SERVICES PROVIDED UNDER THIS AGREEMENT WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS BY QUALIFIED PERSONNEL IN A QUALITY MANNER AND WILL CONFORM TO THE SPECIFICATIONS AS DESCRIBED HEREIN.

7.2 THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION ARE THE ONLY WARRANTIES GIVEN BY CONDUENT WITH RESPECT TO THE SERVICES AND EQUIPMENT PROVIDED PURSUANT TO THIS AGREEMENT. CONDUENT MAKES NO OTHER WARRANTIES EXPRESSED OR IMPLIED, OR ARISING BY CUSTOM OR TRADE USAGE AND SPECIFICALLY MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article 8: GOVERNING LAW

8.1 This Agreement will be governed by and construed in accordance with the Laws of the State of Oklahoma and any action commenced hereunder shall be brought in State of Oklahoma. Further, Provider consents to the jurisdiction of the courts located in State of Oklahoma.

Article 9: ASSIGNMENT

9.1 Neither this Agreement, nor any right or obligation thereunder, shall be assigned to third parties by the Provider without the prior written consent of CONDUENT.

Article 10: PROVIDER PURCHASE ORDER

10.1 The terms and conditions contained in this Agreement shall take precedence over and shall apply in lieu of any terms and conditions contained on any Provider document unless mutually agreed to by the parties and specifically incorporated herein.

Article 11: AMENDMENTS OR ADDENDA

11.1 The amendments, addenda, exhibits or attachments listed below, are incorporated herein by reference:

Exhibit A: Provider Settlement Authorization Form
Exhibit C: Provider Location Information

Article 12: INDEPENDENT CONTRACTOR

12.1 The parties shall, at all times, be independent contractors, and nothing contained herein shall be deemed to create any association, partnership, joint venture, or relationship of principal and agent or employer and employee between the parties.

Article 13: ENTIRE AGREEMENT AND MODIFICATIONS

13.1 This Agreement supersedes any and all prior representations, conditions, warranties, understandings, proposals, or previous agreements between the parties hereto, either oral or written relating to the matters of this Agreement hereunder and constitutes the sole, full and complete agreement between the parties.

13.2 Further, this Agreement shall not be modified, changed, amended, or waived except by means of a written instrument signed by an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized officials, executed this Agreement.

CONDUENT GOVERNMENT SOLUTIONS	**DAY CARE HOME OR DAY CARE CENTER**
By: Zorica Radic	X_____
(Signature)	(Signature)
Zorica Radic	X_____
(Name, type or print)	(Name, type or print)
Conduent Program Manager	X_____
(Title)	(Title)
X_____	X_____
(Date)	(Date)

Exhibit A
Provider Settlement Authorization Form

Conduent State Government Solutions is hereby authorized by:
(full legal name)_____

_____ or its designee, and the other financial institution listed below to transfer funds and make correcting debit adjustments, when needed, to the indicated financial account for activity to the EBT Day Care Program subject to the terms of the Provider Agreement.

1. Check One:

o First Submission o Change in Information

2. Financial Institution Information:

_____
Name of Bank

_____
Bank Address

_____
City/State/Zip Code

3. Provider Business Information:

_____
d/b/a (If doing business under another name or a trade name)

_____
Address

_____
City/State/Zip Code

_____
Telephone Number

4. Fill-in checking or savings information that funds will be deposited into.

Checking Account Number:

Savings Account Number:

Bank Routing Number (ABA Number):

5. Authorized Signature:

_____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

IMPORTANT:

a. **ATTACH COPY OF VOIDED CHECK OR DEPOSIT TICKET.**

b. **RETURN THIS FORM TO:**
Conduent State Government Solutions
P.O. Box 14371
Lexington, KY 40511
Or to ECCOperations@conduent.com

PROVIDER AGREEMENT

FOR INTERNAL USE ONLY
Agreement Number: OKDAYC-00- _____

Provider State License No.: K830056542
Contract No.: 29880

Effective Date:

This **Agreement** is made by and between Conduent State Government Solutions, having an office at 745 West New Circle Rd. Lexington, KY, 40511 (hereinafter "**Conduent**") and OPS- Morrow Elementary School- Spark _____, a☐ _____ ☐corporation, ☐individual(s), ☐partnership, ☒ other Owasso Public Schools; ☐organized and existing under the Laws of the State of Oklahoma, and having a ☒ business, ☐ residence at 12301 N 132nd E Ave. Collinsville, Oklahoma 74021 (hereinafter "**Provider**").

Conduent State Government Solutions is under contract with the State of Oklahoma (hereinafter "**State**") to provide an automated day care system that provides timekeeping and recording of attendance of State authorized day care attendees as well as provide the State's reimbursement for the subsidized attendees to day care providers. As part of that contract with the State, Conduent is also required to furnish equipment for the use of day care providers and maintain that equipment.

Article 1: CONDUENT STATE GOVERNMENT SOLUTIONS RESPONSIBILITIES

1.1 Conduent will furnish Provider with POS equipment (hereinafter "**Equipment**") and related services: installation, training, repair, help desk support and settlement.

1.2 Equipment. Equipment shall be a VeriFone model OMNI 570. Conduent reserves the right to change the Equipment's brand, model or features at any time without prior notification to Provider.

1.3 Equipment Ownership. Equipment shall at all times remain the property of Conduent.

1.4 Equipment Usage. Unless otherwise provided for in this Agreement, Equipment shall be used by Provider solely in connection with the Oklahoma EBT Day Care Program (hereinafter "**EBT Day Care Program**").

1.5 Equipment Allocation. One (1) unit of Equipment shall be furnished for every 30 State authorized day care attendees assigned to the Provider under the EBT Day Care Program (hereinafter "**Active Participants**"). Conduent reserves the right to remove excess Equipment on demand during Provider's normal business hours. Excess Equipment is defined as a ratio of Equipment to Active Participants of less than 1:30 when more than 1 (one) unit of Equipment is furnished (examples: 1:29 or 1:20). Guidelines for Equipment allocation are established under a separate contract between Conduent and the State.

1.6 Installation. Conduent shall ship Equipment for installation by the Provider. Conduent will provide training over the phone to the Provider.

1.7 Training. At the time of installation, the Provider or authorized person will be trained and provided one (1) *Quick Reference Guide* and one (1) *Provider Operations Manual*.

1.8 Help Desk. Conduent shall provide a toll-free telephone number for Provider use 24 hours per day/7 days per week. The Help Desk will be staffed 24/7.

1.9 Equipment Repair. Conduent shall be solely responsible for repair of Equipment. For Equipment repair, Provider shall promptly notify Conduent using the telephone number(s) separately furnished to Provider by Conduent. Repair calls are processed through the Help Desk. At Conduent discretion, Equipment may be repaired or replaced.

1.10 Settlement. Conduent shall provide for weekly settlement to the Provider based on Provider's participation under the EBT Day Care Program. Conduent shall use the data furnished by the Provider under Exhibit A for settlement, as may be updated from time to time by the Provider in writing. Settlement shall be by electronic funds transfer only.

1.11 Supplies. Conduent will be furnishing the Provider a website to order paper used in the Equipment. That website is **www.conduenteccsupply.com** and paper will be shipped directly to provider.

Article 2: PROVIDER RESPONSIBILITIES

2.1 Equipment Use and Care. The Provider agrees that it shall follow the instructions of any manuals accompanying the Equipment, as amended from time to time, in the care, use and installation requirements of the Equipment as specified by the manufacturer.

2.2 Equipment Security. Provider agrees that it shall provide reasonable security measures to protect the Equipment from damage, theft or unauthorized use.

2.3 Equipment Environmental. Provider agrees that it shall provide suitable electric current to operate the Equipment, a suitable place for Equipment installation, a suitable environment for the Equipment and telephone service for use by the Equipment (shared or dedicated at Provider discretion). Provider agrees to be solely responsible for and bear all one-time and recurring expenses and fees, of all electrical and telephone services necessary for the operation of the Equipment.

2.4 Provider and Bank Data. Provider agrees that at all times it shall provide accurate and current data for Exhibit A. Provider acknowledges that failure to immediately notify Conduent in writing of changes to Exhibit A data may result in delayed or lost settlement reimbursements.

2.5 Equipment Control and Location. Provider agrees that it will at all times keep the Equipment in its sole possession and control. The Equipment shall not be moved from the Provider address(es) stated in Exhibit C without prior written notification to Conduent. Provider agrees that at all times it shall provide accurate and current data for Exhibit C.

2.6 Equipment Liens. Provider agrees that it shall keep the Equipment free and clear of all liens and encumbrances.

2.7. Equipment Access. Provider agrees that Conduent or its designee shall have free and clear access to the Equipment at all reasonable times for the purpose of maintenance, repair, inspection or removal.

2.8 Equipment Repair. Provider agrees that it shall not make or attempt to make any repairs to the Equipment.

2.9 Equipment Supplies. Provider agrees that it shall be responsible for procuring the Equipment's printer paper.

Article 3: TERM AND TERMINATION

3.1 Initial Term. The initial term of the Agreement shall commence on the Effective Date and extend to September 11, 2024 (hereinafter "**Initial Term**").

3.2 Renewal Periods. Unless the Agreement is terminated or expires in accordance with the terms of this Agreement, this Agreement shall automatically renew without further action for twelve (12) month periods from April 1 to March 31 (hereinafter "**Renewal Period(s)**").

3.3 Termination. Either party may terminate this Agreement without cause upon giving fifteen (15) days prior written notice to the other party, citing this Section 3.3.

This Agreement shall terminate immediately upon the instance of one or more of the following: Provider is no longer authorized under the EBT Day Care Program or Provider ceases its business operations in the State for any reason.

3.4 Effect of Termination – Equipment. Within five (5) business days of Agreement termination, Provider shall return all Equipment to Conduent at Conduent expense or make the Equipment available for Conduent pickup at a mutually agreed time from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding Federal holidays.

Article 4: LOSS OF EQUIPMENT

4.1 Provider shall ensure that Provider's existing insurance coverage, if any, covers the Equipment against casualty loss. Provider agrees to bear the expenses to replace Equipment that is lost, suffers a casualty loss or is stolen while the Equipment is in the Provider's care.

Article 5: LIMITATION OF LIABILITY

5.1 Conduent shall in no event be liable for any damages, including but not limited to, special, consequential or exemplary damages of any kind whether arising in contract, tort, warranty, indemnification or contribution, or under any other theory of law with regard to matter arising from this Agreement.

Article 6: INDEMNIFICATION

6.1 Except for Conduent gross negligence, if any claim is asserted or action brought against Conduent arising from this Agreement, Provider shall hold harmless and defend Conduent from any such claim or action at Provider expense, and shall indemnify Conduent for any cost and damages, including attorney's fees actually incurred by Conduent in connection therewith.

Article 7: WARRANTIES

7.1 CONDUENT WARRANTS THAT SERVICES PROVIDED UNDER THIS AGREEMENT WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS BY QUALIFIED PERSONNEL IN A QUALITY MANNER AND WILL CONFORM TO THE SPECIFICATIONS AS DESCRIBED HEREIN.

7.2 THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION ARE THE ONLY WARRANTIES GIVEN BY CONDUENT WITH RESPECT TO THE SERVICES AND EQUIPMENT PROVIDED PURSUANT TO THIS AGREEMENT. CONDUENT MAKES NO OTHER WARRANTIES EXPRESSED OR IMPLIED, OR ARISING BY CUSTOM OR TRADE USAGE AND SPECIFICALLY MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article 8: GOVERNING LAW

8.1 This Agreement will be governed by and construed in accordance with the Laws of the State of Oklahoma and any action commenced hereunder shall be brought in State of Oklahoma. Further, Provider consents to the jurisdiction of the courts located in State of Oklahoma.

Article 9: ASSIGNMENT

9.1 Neither this Agreement, nor any right or obligation thereunder, shall be assigned to third parties by the Provider without the prior written consent of CONDUENT.

Article 10: PROVIDER PURCHASE ORDER

10.1 The terms and conditions contained in this Agreement shall take precedence over and shall apply in lieu of any terms and conditions contained on any Provider document unless mutually agreed to by the parties and specifically incorporated herein.

Article 11: AMENDMENTS OR ADDENDA

11.1 The amendments, addenda, exhibits or attachments listed below, are incorporated herein by reference:

Exhibit A: Provider Settlement Authorization Form
Exhibit C: Provider Location Information

Article 12: INDEPENDENT CONTRACTOR

12.1 The parties shall, at all times, be independent contractors, and nothing contained herein shall be deemed to create any association, partnership, joint venture, or relationship of principal and agent or employer and employee between the parties.

Article 13: ENTIRE AGREEMENT AND MODIFICATIONS

13.1 This Agreement supersedes any and all prior representations, conditions, warranties, understandings, proposals, or previous agreements between the parties hereto, either oral or written relating to the matters of this Agreement hereunder and constitutes the sole, full and complete agreement between the parties.

13.2 Further, this Agreement shall not be modified, changed, amended, or waived except by means of a written instrument signed by an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized officials, executed this Agreement.

CONDUENT GOVERNMENT SOLUTIONS	**DAY CARE HOME OR DAY CARE CENTER**
By: Zorica Radic	X_____
(Signature)	(Signature)
Zorica Radic	X_____
(Name, type or print)	(Name, type or print)
Conduent Program Manager	X_____
(Title)	(Title)
X_____	X_____
(Date)	(Date)

Exhibit A
Provider Settlement Authorization Form

Conduent State Government Solutions is hereby authorized by:
(full legal name)_____

_____ or its designee, and the other financial institution listed below to transfer funds and make correcting debit adjustments, when needed, to the indicated financial account for activity to the EBT Day Care Program subject to the terms of the Provider Agreement.

1. Check One:

o First Submission o Change in Information

2. Financial Institution Information:

_____
Name of Bank

_____
Bank Address

_____
City/State/Zip Code

3. Provider Business Information:

_____
d/b/a (If doing business under another name or a trade name)

_____
Address

_____
City/State/Zip Code

_____
Telephone Number

4. Fill-in checking or savings information that funds will be deposited into.

Checking Account Number:

Savings Account Number:

Bank Routing Number (ABA Number):

5. Authorized Signature:

_____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

IMPORTANT:

a. **ATTACH COPY OF VOIDED CHECK OR DEPOSIT TICKET.**

b. **RETURN THIS FORM TO:**
Conduent State Government Solutions
P.O. Box 14371
Lexington, KY 40511
Or to ECCOperations@conduent.com

PROVIDER AGREEMENT

FOR INTERNAL USE ONLY
Agreement Number: OKDAYC-00- _____

Provider State License No.: K830056541
Contract No.: 29879

Effective Date:

This **Agreement** is made by and between Conduent State Government Solutions, having an office at 745 West New Circle Rd. Lexington, KY, 40511 (hereinafter "**Conduent**") and OPS- Mills Elementary School- Spark _____, a☐ _____ ☐corporation, ☐individual(s), ☐partnership, ☒ other Owasso Public Schools; ☐organized and existing under the Laws of the State of Oklahoma, and having a ☒ business, ☐ residence at 8200 N 124th E Ave. Owasso, Oklahoma 74055 (hereinafter "**Provider**").

Conduent State Government Solutions is under contract with the State of Oklahoma (hereinafter "**State**") to provide an automated day care system that provides timekeeping and recording of attendance of State authorized day care attendees as well as provide the State's reimbursement for the subsidized attendees to day care providers. As part of that contract with the State, Conduent is also required to furnish equipment for the use of day care providers and maintain that equipment.

Article 1: CONDUENT STATE GOVERNMENT SOLUTIONS RESPONSIBILITIES

1.1 Conduent will furnish Provider with POS equipment (hereinafter "**Equipment**") and related services: installation, training, repair, help desk support and settlement.

1.2 Equipment. Equipment shall be a VeriFone model OMNI 570. Conduent reserves the right to change the Equipment's brand, model or features at any time without prior notification to Provider.

1.3 Equipment Ownership. Equipment shall at all times remain the property of Conduent.

1.4 Equipment Usage. Unless otherwise provided for in this Agreement, Equipment shall be used by Provider solely in connection with the Oklahoma EBT Day Care Program (hereinafter "**EBT Day Care Program**").

1.5 Equipment Allocation. One (1) unit of Equipment shall be furnished for every 30 State authorized day care attendees assigned to the Provider under the EBT Day Care Program (hereinafter "**Active Participants**"). Conduent reserves the right to remove excess Equipment on demand during Provider's normal business hours. Excess Equipment is defined as a ratio of Equipment to Active Participants of less than 1:30 when more than 1 (one) unit of Equipment is furnished (examples: 1:29 or 1:20). Guidelines for Equipment allocation are established under a separate contract between Conduent and the State.

1.6 Installation. Conduent shall ship Equipment for installation by the Provider. Conduent will provide training over the phone to the Provider.

1.7 Training. At the time of installation, the Provider or authorized person will be trained and provided one (1) *Quick Reference Guide* and one (1) *Provider Operations Manual*.

1.8 Help Desk. Conduent shall provide a toll-free telephone number for Provider use 24 hours per day/7 days per week. The Help Desk will be staffed 24/7.

1.9 Equipment Repair. Conduent shall be solely responsible for repair of Equipment. For Equipment repair, Provider shall promptly notify Conduent using the telephone number(s) separately furnished to Provider by Conduent. Repair calls are processed through the Help Desk. At Conduent discretion, Equipment may be repaired or replaced.

1.10 Settlement. Conduent shall provide for weekly settlement to the Provider based on Provider's participation under the EBT Day Care Program. Conduent shall use the data furnished by the Provider under Exhibit A for settlement, as may be updated from time to time by the Provider in writing. Settlement shall be by electronic funds transfer only.

1.11 Supplies. Conduent will be furnishing the Provider a website to order paper used in the Equipment. That website is **www.conduenteccsupply.com** and paper will be shipped directly to provider.

Article 2: PROVIDER RESPONSIBILITIES

2.1 Equipment Use and Care. The Provider agrees that it shall follow the instructions of any manuals accompanying the Equipment, as amended from time to time, in the care, use and installation requirements of the Equipment as specified by the manufacturer.

2.2 Equipment Security. Provider agrees that it shall provide reasonable security measures to protect the Equipment from damage, theft or unauthorized use.

2.3 Equipment Environmental. Provider agrees that it shall provide suitable electric current to operate the Equipment, a suitable place for Equipment installation, a suitable environment for the Equipment and telephone service for use by the Equipment (shared or dedicated at Provider discretion). Provider agrees to be solely responsible for and bear all one-time and recurring expenses and fees, of all electrical and telephone services necessary for the operation of the Equipment.

2.4 Provider and Bank Data. Provider agrees that at all times it shall provide accurate and current data for Exhibit A. Provider acknowledges that failure to immediately notify Conduent in writing of changes to Exhibit A data may result in delayed or lost settlement reimbursements.

2.5 Equipment Control and Location. Provider agrees that it will at all times keep the Equipment in its sole possession and control. The Equipment shall not be moved from the Provider address(es) stated in Exhibit C without prior written notification to Conduent. Provider agrees that at all times it shall provide accurate and current data for Exhibit C.

2.6 Equipment Liens. Provider agrees that it shall keep the Equipment free and clear of all liens and encumbrances.

2.7. Equipment Access. Provider agrees that Conduent or its designee shall have free and clear access to the Equipment at all reasonable times for the purpose of maintenance, repair, inspection or removal.

2.8 Equipment Repair. Provider agrees that it shall not make or attempt to make any repairs to the Equipment.

2.9 Equipment Supplies. Provider agrees that it shall be responsible for procuring the Equipment's printer paper.

Article 3: TERM AND TERMINATION

3.1 Initial Term. The initial term of the Agreement shall commence on the Effective Date and extend to September 11, 2024 (hereinafter "**Initial Term**").

3.2 Renewal Periods. Unless the Agreement is terminated or expires in accordance with the terms of this Agreement, this Agreement shall automatically renew without further action for twelve (12) month periods from April 1 to March 31 (hereinafter "**Renewal Period(s)**").

3.3 Termination. Either party may terminate this Agreement without cause upon giving fifteen (15) days prior written notice to the other party, citing this Section 3.3.

This Agreement shall terminate immediately upon the instance of one or more of the following: Provider is no longer authorized under the EBT Day Care Program or Provider ceases its business operations in the State for any reason.

3.4 Effect of Termination – Equipment. Within five (5) business days of Agreement termination, Provider shall return all Equipment to Conduent at Conduent expense or make the Equipment available for Conduent pickup at a mutually agreed time from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding Federal holidays.

Article 4: LOSS OF EQUIPMENT

4.1 Provider shall ensure that Provider's existing insurance coverage, if any, covers the Equipment against casualty loss. Provider agrees to bear the expenses to replace Equipment that is lost, suffers a casualty loss or is stolen while the Equipment is in the Provider's care.

Article 5: LIMITATION OF LIABILITY

5.1 Conduent shall in no event be liable for any damages, including but not limited to, special, consequential or exemplary damages of any kind whether arising in contract, tort, warranty, indemnification or contribution, or under any other theory of law with regard to matter arising from this Agreement.

Article 6: INDEMNIFICATION

6.1 Except for Conduent gross negligence, if any claim is asserted or action brought against Conduent arising from this Agreement, Provider shall hold harmless and defend Conduent from any such claim or action at Provider expense, and shall indemnify Conduent for any cost and damages, including attorney's fees actually incurred by Conduent in connection therewith.

Article 7: WARRANTIES

7.1 CONDUENT WARRANTS THAT SERVICES PROVIDED UNDER THIS AGREEMENT WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS BY QUALIFIED PERSONNEL IN A QUALITY MANNER AND WILL CONFORM TO THE SPECIFICATIONS AS DESCRIBED HEREIN.

7.2 THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION ARE THE ONLY WARRANTIES GIVEN BY CONDUENT WITH RESPECT TO THE SERVICES AND EQUIPMENT PROVIDED PURSUANT TO THIS AGREEMENT. CONDUENT MAKES NO OTHER WARRANTIES EXPRESSED OR IMPLIED, OR ARISING BY CUSTOM OR TRADE USAGE AND SPECIFICALLY MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article 8: GOVERNING LAW

8.1 This Agreement will be governed by and construed in accordance with the Laws of the State of Oklahoma and any action commenced hereunder shall be brought in State of Oklahoma. Further, Provider consents to the jurisdiction of the courts located in State of Oklahoma.

Article 9: ASSIGNMENT

9.1 Neither this Agreement, nor any right or obligation thereunder, shall be assigned to third parties by the Provider without the prior written consent of CONDUENT.

Article 10: PROVIDER PURCHASE ORDER

10.1 The terms and conditions contained in this Agreement shall take precedence over and shall apply in lieu of any terms and conditions contained on any Provider document unless mutually agreed to by the parties and specifically incorporated herein.

Article 11: AMENDMENTS OR ADDENDA

11.1 The amendments, addenda, exhibits or attachments listed below, are incorporated herein by reference:

Exhibit A: Provider Settlement Authorization Form
Exhibit C: Provider Location Information

Article 12: INDEPENDENT CONTRACTOR

12.1 The parties shall, at all times, be independent contractors, and nothing contained herein shall be deemed to create any association, partnership, joint venture, or relationship of principal and agent or employer and employee between the parties.

Article 13: ENTIRE AGREEMENT AND MODIFICATIONS

13.1 This Agreement supersedes any and all prior representations, conditions, warranties, understandings, proposals, or previous agreements between the parties hereto, either oral or written relating to the matters of this Agreement hereunder and constitutes the sole, full and complete agreement between the parties.

13.2 Further, this Agreement shall not be modified, changed, amended, or waived except by means of a written instrument signed by an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized officials, executed this Agreement.

CONDUENT GOVERNMENT SOLUTIONS	**DAY CARE HOME OR DAY CARE CENTER**
By: Zorica Radic	X_____
(Signature)	(Signature)
Zorica Radic	X_____
(Name, type or print)	(Name, type or print)
Conduent Program Manager	X_____
(Title)	(Title)
X_____	X_____
(Date)	(Date)

Exhibit A
Provider Settlement Authorization Form

Conduent State Government Solutions is hereby authorized by:
(full legal name)_____

_____ or its designee, and the other financial institution listed below to transfer funds and make correcting debit adjustments, when needed, to the indicated financial account for activity to the EBT Day Care Program subject to the terms of the Provider Agreement.

1. Check One:

o First Submission o Change in Information

2. Financial Institution Information:

_____
Name of Bank

_____
Bank Address

_____
City/State/Zip Code

3. Provider Business Information:

_____
d/b/a (If doing business under another name or a trade name)

_____
Address

_____
City/State/Zip Code

_____
Telephone Number

4. Fill-in checking or savings information that funds will be deposited into.

Checking Account Number:

Savings Account Number:

Bank Routing Number (ABA Number):

5. Authorized Signature:

_____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

IMPORTANT:

a. **ATTACH COPY OF VOIDED CHECK OR DEPOSIT TICKET.**

b. **RETURN THIS FORM TO:**
Conduent State Government Solutions
P.O. Box 14371
Lexington, KY 40511
Or to ECCOperations@conduent.com

PROVIDER AGREEMENT

FOR INTERNAL USE ONLY
Agreement Number: OKDAYC-00- _____

Provider State License No.: K830056540
Contract No.: 29878

Effective Date:

This **Agreement** is made by and between Conduent State Government Solutions, having an office at 745 West New Circle Rd. Lexington, KY, 40511 (hereinafter "**Conduent**") and OPS- Hodson Elementary School- Spark _____, a☐ _____ ☐corporation, ☐individual(s), ☐partnership, ☒ other Owasso Public Schools; ☐organized and existing under the Laws of the State of Oklahoma, and having a ☒ business, ☐ residence at 1500 N Ash St , Owasso, Oklahoma 74055 (hereinafter "**Provider**").

Conduent State Government Solutions is under contract with the State of Oklahoma (hereinafter "**State**") to provide an automated day care system that provides timekeeping and recording of attendance of State authorized day care attendees as well as provide the State's reimbursement for the subsidized attendees to day care providers. As part of that contract with the State, Conduent is also required to furnish equipment for the use of day care providers and maintain that equipment.

Article 1: CONDUENT STATE GOVERNMENT SOLUTIONS RESPONSIBILITIES

1.1 Conduent will furnish Provider with POS equipment (hereinafter "**Equipment**") and related services: installation, training, repair, help desk support and settlement.

1.2 Equipment. Equipment shall be a VeriFone model OMNI 570. Conduent reserves the right to change the Equipment's brand, model or features at any time without prior notification to Provider.

1.3 Equipment Ownership. Equipment shall at all times remain the property of Conduent.

1.4 Equipment Usage. Unless otherwise provided for in this Agreement, Equipment shall be used by Provider solely in connection with the Oklahoma EBT Day Care Program (hereinafter "**EBT Day Care Program**").

1.5 Equipment Allocation. One (1) unit of Equipment shall be furnished for every 30 State authorized day care attendees assigned to the Provider under the EBT Day Care Program (hereinafter "**Active Participants**"). Conduent reserves the right to remove excess Equipment on demand during Provider's normal business hours. Excess Equipment is defined as a ratio of Equipment to Active Participants of less than 1:30 when more than 1 (one) unit of Equipment is furnished (examples: 1:29 or 1:20). Guidelines for Equipment allocation are established under a separate contract between Conduent and the State.

1.6 Installation. Conduent shall ship Equipment for installation by the Provider. Conduent will provide training over the phone to the Provider.

1.7 Training. At the time of installation, the Provider or authorized person will be trained and provided one (1) *Quick Reference Guide* and one (1) *Provider Operations Manual*.

1.8 Help Desk. Conduent shall provide a toll-free telephone number for Provider use 24 hours per day/7 days per week. The Help Desk will be staffed 24/7.

1.9 Equipment Repair. Conduent shall be solely responsible for repair of Equipment. For Equipment repair, Provider shall promptly notify Conduent using the telephone number(s) separately furnished to Provider by Conduent. Repair calls are processed through the Help Desk. At Conduent discretion, Equipment may be repaired or replaced.

1.10 Settlement. Conduent shall provide for weekly settlement to the Provider based on Provider's participation under the EBT Day Care Program. Conduent shall use the data furnished by the Provider under Exhibit A for settlement, as may be updated from time to time by the Provider in writing. Settlement shall be by electronic funds transfer only.

1.11 Supplies. Conduent will be furnishing the Provider a website to order paper used in the Equipment. That website is **www.conduenteccsupply.com** and paper will be shipped directly to provider.

Article 2: PROVIDER RESPONSIBILITIES

2.1 Equipment Use and Care. The Provider agrees that it shall follow the instructions of any manuals accompanying the Equipment, as amended from time to time, in the care, use and installation requirements of the Equipment as specified by the manufacturer.

2.2 Equipment Security. Provider agrees that it shall provide reasonable security measures to protect the Equipment from damage, theft or unauthorized use.

2.3 Equipment Environmental. Provider agrees that it shall provide suitable electric current to operate the Equipment, a suitable place for Equipment installation, a suitable environment for the Equipment and telephone service for use by the Equipment (shared or dedicated at Provider discretion). Provider agrees to be solely responsible for and bear all one-time and recurring expenses and fees, of all electrical and telephone services necessary for the operation of the Equipment.

2.4 Provider and Bank Data. Provider agrees that at all times it shall provide accurate and current data for Exhibit A. Provider acknowledges that failure to immediately notify Conduent in writing of changes to Exhibit A data may result in delayed or lost settlement reimbursements.

2.5 Equipment Control and Location. Provider agrees that it will at all times keep the Equipment in its sole possession and control. The Equipment shall not be moved from the Provider address(es) stated in Exhibit C without prior written notification to Conduent. Provider agrees that at all times it shall provide accurate and current data for Exhibit C.

2.6 Equipment Liens. Provider agrees that it shall keep the Equipment free and clear of all liens and encumbrances.

2.7. Equipment Access. Provider agrees that Conduent or its designee shall have free and clear access to the Equipment at all reasonable times for the purpose of maintenance, repair, inspection or removal.

2.8 Equipment Repair. Provider agrees that it shall not make or attempt to make any repairs to the Equipment.

2.9 Equipment Supplies. Provider agrees that it shall be responsible for procuring the Equipment's printer paper.

Article 3: TERM AND TERMINATION

3.1 Initial Term. The initial term of the Agreement shall commence on the Effective Date and extend to September 11, 2024 (hereinafter "**Initial Term**").

3.2 Renewal Periods. Unless the Agreement is terminated or expires in accordance with the terms of this Agreement, this Agreement shall automatically renew without further action for twelve (12) month periods from April 1 to March 31 (hereinafter "**Renewal Period(s)**").

3.3 Termination. Either party may terminate this Agreement without cause upon giving fifteen (15) days prior written notice to the other party, citing this Section 3.3.

This Agreement shall terminate immediately upon the instance of one or more of the following: Provider is no longer authorized under the EBT Day Care Program or Provider ceases its business operations in the State for any reason.

3.4 Effect of Termination – Equipment. Within five (5) business days of Agreement termination, Provider shall return all Equipment to Conduent at Conduent expense or make the Equipment available for Conduent pickup at a mutually agreed time from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding Federal holidays.

Article 4: LOSS OF EQUIPMENT

4.1 Provider shall ensure that Provider's existing insurance coverage, if any, covers the Equipment against casualty loss. Provider agrees to bear the expenses to replace Equipment that is lost, suffers a casualty loss or is stolen while the Equipment is in the Provider's care.

Article 5: LIMITATION OF LIABILITY

5.1 Conduent shall in no event be liable for any damages, including but not limited to, special, consequential or exemplary damages of any kind whether arising in contract, tort, warranty, indemnification or contribution, or under any other theory of law with regard to matter arising from this Agreement.

Article 6: INDEMNIFICATION

6.1 Except for Conduent gross negligence, if any claim is asserted or action brought against Conduent arising from this Agreement, Provider shall hold harmless and defend Conduent from any such claim or action at Provider expense, and shall indemnify Conduent for any cost and damages, including attorney's fees actually incurred by Conduent in connection therewith.

Article 7: WARRANTIES

7.1 CONDUENT WARRANTS THAT SERVICES PROVIDED UNDER THIS AGREEMENT WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS BY QUALIFIED PERSONNEL IN A QUALITY MANNER AND WILL CONFORM TO THE SPECIFICATIONS AS DESCRIBED HEREIN.

7.2 THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION ARE THE ONLY WARRANTIES GIVEN BY CONDUENT WITH RESPECT TO THE SERVICES AND EQUIPMENT PROVIDED PURSUANT TO THIS AGREEMENT. CONDUENT MAKES NO OTHER WARRANTIES EXPRESSED OR IMPLIED, OR ARISING BY CUSTOM OR TRADE USAGE AND SPECIFICALLY MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article 8: GOVERNING LAW

8.1 This Agreement will be governed by and construed in accordance with the Laws of the State of Oklahoma and any action commenced hereunder shall be brought in State of Oklahoma. Further, Provider consents to the jurisdiction of the courts located in State of Oklahoma.

Article 9: ASSIGNMENT

9.1 Neither this Agreement, nor any right or obligation thereunder, shall be assigned to third parties by the Provider without the prior written consent of CONDUENT.

Article 10: PROVIDER PURCHASE ORDER

10.1 The terms and conditions contained in this Agreement shall take precedence over and shall apply in lieu of any terms and conditions contained on any Provider document unless mutually agreed to by the parties and specifically incorporated herein.

Article 11: AMENDMENTS OR ADDENDA

11.1 The amendments, addenda, exhibits or attachments listed below, are incorporated herein by reference:

Exhibit A: Provider Settlement Authorization Form
Exhibit C: Provider Location Information

Article 12: INDEPENDENT CONTRACTOR

12.1 The parties shall, at all times, be independent contractors, and nothing contained herein shall be deemed to create any association, partnership, joint venture, or relationship of principal and agent or employer and employee between the parties.

Article 13: ENTIRE AGREEMENT AND MODIFICATIONS

13.1 This Agreement supersedes any and all prior representations, conditions, warranties, understandings, proposals, or previous agreements between the parties hereto, either oral or written relating to the matters of this Agreement hereunder and constitutes the sole, full and complete agreement between the parties.

13.2 Further, this Agreement shall not be modified, changed, amended, or waived except by means of a written instrument signed by an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized officials, executed this Agreement.

CONDUENT GOVERNMENT SOLUTIONS	**DAY CARE HOME OR DAY CARE CENTER**
By: Zorica Radic	X_____
(Signature)	(Signature)
Zorica Radic	X_____
(Name, type or print)	(Name, type or print)
Conduent Program Manager	X_____
(Title)	(Title)
X_____	X_____
(Date)	(Date)

Exhibit A
Provider Settlement Authorization Form

Conduent State Government Solutions is hereby authorized by:
(full legal name)_____

_____ or its designee, and the other financial institution listed below to transfer funds and make correcting debit adjustments, when needed, to the indicated financial account for activity to the EBT Day Care Program subject to the terms of the Provider Agreement.

1. Check One:

o First Submission o Change in Information

2. Financial Institution Information:

_____
Name of Bank

_____
Bank Address

_____
City/State/Zip Code

3. Provider Business Information:

_____
d/b/a (If doing business under another name or a trade name)

_____
Address

_____
City/State/Zip Code

_____
Telephone Number

4. Fill-in checking or savings information that funds will be deposited into.

Checking Account Number:

Savings Account Number:

Bank Routing Number (ABA Number):

5. Authorized Signature:

_____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

IMPORTANT:

a. **ATTACH COPY OF VOIDED CHECK OR DEPOSIT TICKET.**

b. **RETURN THIS FORM TO:**
Conduent State Government Solutions
P.O. Box 14371
Lexington, KY 40511
Or to ECCOperations@conduent.com

PROVIDER AGREEMENT

FOR INTERNAL USE ONLY
Agreement Number: OKDAYC-00- _____

Provider State License No.: K830056539
Contract No.: 29877

Effective Date:

This **Agreement** is made by and between Conduent State Government Solutions, having an office at 745 West New Circle Rd. Lexington, KY, 40511 (hereinafter "**Conduent**") and OPS- Barnes Elementary School- Spark _____, a☐ _____ ☐corporation, ☐individual(s), ☐partnership, ☒ other Owasso Public Schools; ☐organized and existing under the Laws of the State of Oklahoma, and having a ☒ business, ☐ residence at 1500 N Ash St , Owasso, Oklahoma 74055 (hereinafter "**Provider**").

Conduent State Government Solutions is under contract with the State of Oklahoma (hereinafter "**State**") to provide an automated day care system that provides timekeeping and recording of attendance of State authorized day care attendees as well as provide the State's reimbursement for the subsidized attendees to day care providers. As part of that contract with the State, Conduent is also required to furnish equipment for the use of day care providers and maintain that equipment.

Article 1: CONDUENT STATE GOVERNMENT SOLUTIONS RESPONSIBILITIES

1.1 Conduent will furnish Provider with POS equipment (hereinafter "**Equipment**") and related services: installation, training, repair, help desk support and settlement.

1.2 Equipment. Equipment shall be a VeriFone model OMNI 570. Conduent reserves the right to change the Equipment's brand, model or features at any time without prior notification to Provider.

1.3 Equipment Ownership. Equipment shall at all times remain the property of Conduent.

1.4 Equipment Usage. Unless otherwise provided for in this Agreement, Equipment shall be used by Provider solely in connection with the Oklahoma EBT Day Care Program (hereinafter "**EBT Day Care Program**").

1.5 Equipment Allocation. One (1) unit of Equipment shall be furnished for every 30 State authorized day care attendees assigned to the Provider under the EBT Day Care Program (hereinafter "**Active Participants**"). Conduent reserves the right to remove excess Equipment on demand during Provider's normal business hours. Excess Equipment is defined as a ratio of Equipment to Active Participants of less than 1:30 when more than 1 (one) unit of Equipment is furnished (examples: 1:29 or 1:20). Guidelines for Equipment allocation are established under a separate contract between Conduent and the State.

1.6 Installation. Conduent shall ship Equipment for installation by the Provider. Conduent will provide training over the phone to the Provider.

1.7 Training. At the time of installation, the Provider or authorized person will be trained and provided one (1) *Quick Reference Guide* and one (1) *Provider Operations Manual*.

1.8 Help Desk. Conduent shall provide a toll-free telephone number for Provider use 24 hours per day/7 days per week. The Help Desk will be staffed 24/7.

1.9 Equipment Repair. Conduent shall be solely responsible for repair of Equipment. For Equipment repair, Provider shall promptly notify Conduent using the telephone number(s) separately furnished to Provider by Conduent. Repair calls are processed through the Help Desk. At Conduent discretion, Equipment may be repaired or replaced.

1.10 Settlement. Conduent shall provide for weekly settlement to the Provider based on Provider's participation under the EBT Day Care Program. Conduent shall use the data furnished by the Provider under Exhibit A for settlement, as may be updated from time to time by the Provider in writing. Settlement shall be by electronic funds transfer only.

1.11 Supplies. Conduent will be furnishing the Provider a website to order paper used in the Equipment. That website is **www.conduenteccsupply.com** and paper will be shipped directly to provider.

Article 2: PROVIDER RESPONSIBILITIES

2.1 Equipment Use and Care. The Provider agrees that it shall follow the instructions of any manuals accompanying the Equipment, as amended from time to time, in the care, use and installation requirements of the Equipment as specified by the manufacturer.

2.2 Equipment Security. Provider agrees that it shall provide reasonable security measures to protect the Equipment from damage, theft or unauthorized use.

2.3 Equipment Environmental. Provider agrees that it shall provide suitable electric current to operate the Equipment, a suitable place for Equipment installation, a suitable environment for the Equipment and telephone service for use by the Equipment (shared or dedicated at Provider discretion). Provider agrees to be solely responsible for and bear all one-time and recurring expenses and fees, of all electrical and telephone services necessary for the operation of the Equipment.

2.4 Provider and Bank Data. Provider agrees that at all times it shall provide accurate and current data for Exhibit A. Provider acknowledges that failure to immediately notify Conduent in writing of changes to Exhibit A data may result in delayed or lost settlement reimbursements.

2.5 Equipment Control and Location. Provider agrees that it will at all times keep the Equipment in its sole possession and control. The Equipment shall not be moved from the Provider address(es) stated in Exhibit C without prior written notification to Conduent. Provider agrees that at all times it shall provide accurate and current data for Exhibit C.

2.6 Equipment Liens. Provider agrees that it shall keep the Equipment free and clear of all liens and encumbrances.

2.7. Equipment Access. Provider agrees that Conduent or its designee shall have free and clear access to the Equipment at all reasonable times for the purpose of maintenance, repair, inspection or removal.

2.8 Equipment Repair. Provider agrees that it shall not make or attempt to make any repairs to the Equipment.

2.9 Equipment Supplies. Provider agrees that it shall be responsible for procuring the Equipment's printer paper.

Article 3: TERM AND TERMINATION

3.1 Initial Term. The initial term of the Agreement shall commence on the Effective Date and extend to September 11, 2024 (hereinafter "**Initial Term**").

3.2 Renewal Periods. Unless the Agreement is terminated or expires in accordance with the terms of this Agreement, this Agreement shall automatically renew without further action for twelve (12) month periods from April 1 to March 31 (hereinafter "**Renewal Period(s)**").

3.3 Termination. Either party may terminate this Agreement without cause upon giving fifteen (15) days prior written notice to the other party, citing this Section 3.3.

This Agreement shall terminate immediately upon the instance of one or more of the following: Provider is no longer authorized under the EBT Day Care Program or Provider ceases its business operations in the State for any reason.

3.4 Effect of Termination – Equipment. Within five (5) business days of Agreement termination, Provider shall return all Equipment to Conduent at Conduent expense or make the Equipment available for Conduent pickup at a mutually agreed time from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding Federal holidays.

Article 4: LOSS OF EQUIPMENT

4.1 Provider shall ensure that Provider's existing insurance coverage, if any, covers the Equipment against casualty loss. Provider agrees to bear the expenses to replace Equipment that is lost, suffers a casualty loss or is stolen while the Equipment is in the Provider's care.

Article 5: LIMITATION OF LIABILITY

5.1 Conduent shall in no event be liable for any damages, including but not limited to, special, consequential or exemplary damages of any kind whether arising in contract, tort, warranty, indemnification or contribution, or under any other theory of law with regard to matter arising from this Agreement.

Article 6: INDEMNIFICATION

6.1 Except for Conduent gross negligence, if any claim is asserted or action brought against Conduent arising from this Agreement, Provider shall hold harmless and defend Conduent from any such claim or action at Provider expense, and shall indemnify Conduent for any cost and damages, including attorney's fees actually incurred by Conduent in connection therewith.

Article 7: WARRANTIES

7.1 CONDUENT WARRANTS THAT SERVICES PROVIDED UNDER THIS AGREEMENT WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS BY QUALIFIED PERSONNEL IN A QUALITY MANNER AND WILL CONFORM TO THE SPECIFICATIONS AS DESCRIBED HEREIN.

7.2 THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION ARE THE ONLY WARRANTIES GIVEN BY CONDUENT WITH RESPECT TO THE SERVICES AND EQUIPMENT PROVIDED PURSUANT TO THIS AGREEMENT. CONDUENT MAKES NO OTHER WARRANTIES EXPRESSED OR IMPLIED, OR ARISING BY CUSTOM OR TRADE USAGE AND SPECIFICALLY MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article 8: GOVERNING LAW

8.1 This Agreement will be governed by and construed in accordance with the Laws of the State of Oklahoma and any action commenced hereunder shall be brought in State of Oklahoma. Further, Provider consents to the jurisdiction of the courts located in State of Oklahoma.

Article 9: ASSIGNMENT

9.1 Neither this Agreement, nor any right or obligation thereunder, shall be assigned to third parties by the Provider without the prior written consent of CONDUENT.

Article 10: PROVIDER PURCHASE ORDER

10.1 The terms and conditions contained in this Agreement shall take precedence over and shall apply in lieu of any terms and conditions contained on any Provider document unless mutually agreed to by the parties and specifically incorporated herein.

Article 11: AMENDMENTS OR ADDENDA

11.1 The amendments, addenda, exhibits or attachments listed below, are incorporated herein by reference:

Exhibit A: Provider Settlement Authorization Form
Exhibit C: Provider Location Information

Article 12: INDEPENDENT CONTRACTOR

12.1 The parties shall, at all times, be independent contractors, and nothing contained herein shall be deemed to create any association, partnership, joint venture, or relationship of principal and agent or employer and employee between the parties.

Article 13: ENTIRE AGREEMENT AND MODIFICATIONS

13.1 This Agreement supersedes any and all prior representations, conditions, warranties, understandings, proposals, or previous agreements between the parties hereto, either oral or written relating to the matters of this Agreement hereunder and constitutes the sole, full and complete agreement between the parties.

13.2 Further, this Agreement shall not be modified, changed, amended, or waived except by means of a written instrument signed by an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized officials, executed this Agreement.

CONDUENT GOVERNMENT SOLUTIONS	**DAY CARE HOME OR DAY CARE CENTER**
By: Zorica Radic	X_____
(Signature)	(Signature)
Zorica Radic	X_____
(Name, type or print)	(Name, type or print)
Conduent Program Manager	X_____
(Title)	(Title)
X_____	X_____
(Date)	(Date)

Exhibit A
Provider Settlement Authorization Form

Conduent State Government Solutions is hereby authorized by:
(full legal name)_____

_____ or its designee, and the other financial institution listed below to transfer funds and make correcting debit adjustments, when needed, to the indicated financial account for activity to the EBT Day Care Program subject to the terms of the Provider Agreement.

1. Check One:

o First Submission o Change in Information

2. Financial Institution Information:

_____
Name of Bank

_____
Bank Address

_____
City/State/Zip Code

3. Provider Business Information:

_____
d/b/a (If doing business under another name or a trade name)

_____
Address

_____
City/State/Zip Code

_____
Telephone Number

4. Fill-in checking or savings information that funds will be deposited into.

Checking Account Number:

Savings Account Number:

Bank Routing Number (ABA Number):

5. Authorized Signature:

_____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

IMPORTANT:

a. **ATTACH COPY OF VOIDED CHECK OR DEPOSIT TICKET.**

b. **RETURN THIS FORM TO:**
Conduent State Government Solutions
P.O. Box 14371
Lexington, KY 40511
Or to ECCOperations@conduent.com

PROVIDER AGREEMENT

FOR INTERNAL USE ONLY
Agreement Number: OKDAYC-00- _____

Provider State License No.: K830056538
Contract No.: 29876

Effective Date:

This **Agreement** is made by and between Conduent State Government Solutions, having an office at 745 West New Circle Rd. Lexington, KY, 40511 (hereinafter "**Conduent**") and OPS- Bailey Elementary School-Spark _____, a☐ _____ ☐corporation, ☐individual(s), ☐partnership, ☒ other Owasso Public Schools; ☐organized and existing under the Laws of the State of Oklahoma, and having a ☒ business, ☐ residence at 10221 E 96th St N , Owasso, Oklahoma 74055 (hereinafter "**Provider**").

Conduent State Government Solutions is under contract with the State of Oklahoma (hereinafter "**State**") to provide an automated day care system that provides timekeeping and recording of attendance of State authorized day care attendees as well as provide the State's reimbursement for the subsidized attendees to day care providers. As part of that contract with the State, Conduent is also required to furnish equipment for the use of day care providers and maintain that equipment.

Article 1: CONDUENT STATE GOVERNMENT SOLUTIONS RESPONSIBILITIES

1.1 Conduent will furnish Provider with POS equipment (hereinafter "**Equipment**") and related services: installation, training, repair, help desk support and settlement.

1.2 Equipment. Equipment shall be a VeriFone model OMNI 570. Conduent reserves the right to change the Equipment's brand, model or features at any time without prior notification to Provider.

1.3 Equipment Ownership. Equipment shall at all times remain the property of Conduent.

1.4 Equipment Usage. Unless otherwise provided for in this Agreement, Equipment shall be used by Provider solely in connection with the Oklahoma EBT Day Care Program (hereinafter "**EBT Day Care Program**").

1.5 Equipment Allocation. One (1) unit of Equipment shall be furnished for every 30 State authorized day care attendees assigned to the Provider under the EBT Day Care Program (hereinafter "**Active Participants**"). Conduent reserves the right to remove excess Equipment on demand during Provider's normal business hours. Excess Equipment is defined as a ratio of Equipment to Active Participants of less than 1:30 when more than 1 (one) unit of Equipment is furnished (examples: 1:29 or 1:20). Guidelines for Equipment allocation are established under a separate contract between Conduent and the State.

1.6 Installation. Conduent shall ship Equipment for installation by the Provider. Conduent will provide training over the phone to the Provider.

1.7 Training. At the time of installation, the Provider or authorized person will be trained and provided one (1) *Quick Reference Guide* and one (1) *Provider Operations Manual*.

1.8 Help Desk. Conduent shall provide a toll-free telephone number for Provider use 24 hours per day/7 days per week. The Help Desk will be staffed 24/7.

1.9 Equipment Repair. Conduent shall be solely responsible for repair of Equipment. For Equipment repair, Provider shall promptly notify Conduent using the telephone number(s) separately furnished to Provider by Conduent. Repair calls are processed through the Help Desk. At Conduent discretion, Equipment may be repaired or replaced.

1.10 Settlement. Conduent shall provide for weekly settlement to the Provider based on Provider's participation under the EBT Day Care Program. Conduent shall use the data furnished by the Provider under Exhibit A for settlement, as may be updated from time to time by the Provider in writing. Settlement shall be by electronic funds transfer only.

1.11 Supplies. Conduent will be furnishing the Provider a website to order paper used in the Equipment. That website is **www.conduenteccsupply.com** and paper will be shipped directly to provider.

Article 2: PROVIDER RESPONSIBILITIES

2.1 Equipment Use and Care. The Provider agrees that it shall follow the instructions of any manuals accompanying the Equipment, as amended from time to time, in the care, use and installation requirements of the Equipment as specified by the manufacturer.

2.2 Equipment Security. Provider agrees that it shall provide reasonable security measures to protect the Equipment from damage, theft or unauthorized use.

2.3 Equipment Environmental. Provider agrees that it shall provide suitable electric current to operate the Equipment, a suitable place for Equipment installation, a suitable environment for the Equipment and telephone service for use by the Equipment (shared or dedicated at Provider discretion). Provider agrees to be solely responsible for and bear all one-time and recurring expenses and fees, of all electrical and telephone services necessary for the operation of the Equipment.

2.4 Provider and Bank Data. Provider agrees that at all times it shall provide accurate and current data for Exhibit A. Provider acknowledges that failure to immediately notify Conduent in writing of changes to Exhibit A data may result in delayed or lost settlement reimbursements.

2.5 Equipment Control and Location. Provider agrees that it will at all times keep the Equipment in its sole possession and control. The Equipment shall not be moved from the Provider address(es) stated in Exhibit C without prior written notification to Conduent. Provider agrees that at all times it shall provide accurate and current data for Exhibit C.

2.6 Equipment Liens. Provider agrees that it shall keep the Equipment free and clear of all liens and encumbrances.

2.7. Equipment Access. Provider agrees that Conduent or its designee shall have free and clear access to the Equipment at all reasonable times for the purpose of maintenance, repair, inspection or removal.

2.8 Equipment Repair. Provider agrees that it shall not make or attempt to make any repairs to the Equipment.

2.9 Equipment Supplies. Provider agrees that it shall be responsible for procuring the Equipment's printer paper.

Article 3: TERM AND TERMINATION

3.1 Initial Term. The initial term of the Agreement shall commence on the Effective Date and extend to September 11, 2024 (hereinafter "**Initial Term**").

3.2 Renewal Periods. Unless the Agreement is terminated or expires in accordance with the terms of this Agreement, this Agreement shall automatically renew without further action for twelve (12) month periods from April 1 to March 31 (hereinafter "**Renewal Period(s)**").

3.3 Termination. Either party may terminate this Agreement without cause upon giving fifteen (15) days prior written notice to the other party, citing this Section 3.3.

This Agreement shall terminate immediately upon the instance of one or more of the following: Provider is no longer authorized under the EBT Day Care Program or Provider ceases its business operations in the State for any reason.

3.4 Effect of Termination – Equipment. Within five (5) business days of Agreement termination, Provider shall return all Equipment to Conduent at Conduent expense or make the Equipment available for Conduent pickup at a mutually agreed time from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding Federal holidays.

Article 4: LOSS OF EQUIPMENT

4.1 Provider shall ensure that Provider's existing insurance coverage, if any, covers the Equipment against casualty loss. Provider agrees to bear the expenses to replace Equipment that is lost, suffers a casualty loss or is stolen while the Equipment is in the Provider's care.

Article 5: LIMITATION OF LIABILITY

5.1 Conduent shall in no event be liable for any damages, including but not limited to, special, consequential or exemplary damages of any kind whether arising in contract, tort, warranty, indemnification or contribution, or under any other theory of law with regard to matter arising from this Agreement.

Article 6: INDEMNIFICATION

6.1 Except for Conduent gross negligence, if any claim is asserted or action brought against Conduent arising from this Agreement, Provider shall hold harmless and defend Conduent from any such claim or action at Provider expense, and shall indemnify Conduent for any cost and damages, including attorney's fees actually incurred by Conduent in connection therewith.

Article 7: WARRANTIES

7.1 CONDUENT WARRANTS THAT SERVICES PROVIDED UNDER THIS AGREEMENT WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS BY QUALIFIED PERSONNEL IN A QUALITY MANNER AND WILL CONFORM TO THE SPECIFICATIONS AS DESCRIBED HEREIN.

7.2 THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION ARE THE ONLY WARRANTIES GIVEN BY CONDUENT WITH RESPECT TO THE SERVICES AND EQUIPMENT PROVIDED PURSUANT TO THIS AGREEMENT. CONDUENT MAKES NO OTHER WARRANTIES EXPRESSED OR IMPLIED, OR ARISING BY CUSTOM OR TRADE USAGE AND SPECIFICALLY MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article 8: GOVERNING LAW

8.1 This Agreement will be governed by and construed in accordance with the Laws of the State of Oklahoma and any action commenced hereunder shall be brought in State of Oklahoma. Further, Provider consents to the jurisdiction of the courts located in State of Oklahoma.

Article 9: ASSIGNMENT

9.1 Neither this Agreement, nor any right or obligation thereunder, shall be assigned to third parties by the Provider without the prior written consent of CONDUENT.

Article 10: PROVIDER PURCHASE ORDER

10.1 The terms and conditions contained in this Agreement shall take precedence over and shall apply in lieu of any terms and conditions contained on any Provider document unless mutually agreed to by the parties and specifically incorporated herein.

Article 11: AMENDMENTS OR ADDENDA

11.1 The amendments, addenda, exhibits or attachments listed below, are incorporated herein by reference:

Exhibit A: Provider Settlement Authorization Form
Exhibit C: Provider Location Information

Article 12: INDEPENDENT CONTRACTOR

12.1 The parties shall, at all times, be independent contractors, and nothing contained herein shall be deemed to create any association, partnership, joint venture, or relationship of principal and agent or employer and employee between the parties.

Article 13: ENTIRE AGREEMENT AND MODIFICATIONS

13.1 This Agreement supersedes any and all prior representations, conditions, warranties, understandings, proposals, or previous agreements between the parties hereto, either oral or written relating to the matters of this Agreement hereunder and constitutes the sole, full and complete agreement between the parties.

13.2 Further, this Agreement shall not be modified, changed, amended, or waived except by means of a written instrument signed by an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized officials, executed this Agreement.

CONDUENT GOVERNMENT SOLUTIONS	**DAY CARE HOME OR DAY CARE CENTER**
By: Zorica Radic	X_____
(Signature)	(Signature)
Zorica Radic	X_____
(Name, type or print)	(Name, type or print)
Conduent Program Manager	X_____
(Title)	(Title)
X_____	X_____
(Date)	(Date)

Exhibit A
Provider Settlement Authorization Form

Conduent State Government Solutions is hereby authorized by:
(full legal name)_____

_____ or its designee, and the other financial institution listed below to transfer funds and make correcting debit adjustments, when needed, to the indicated financial account for activity to the EBT Day Care Program subject to the terms of the Provider Agreement.

1. Check One:

o First Submission o Change in Information

2. Financial Institution Information:

_____
Name of Bank

_____
Bank Address

_____
City/State/Zip Code

3. Provider Business Information:

_____
d/b/a (If doing business under another name or a trade name)

_____
Address

_____
City/State/Zip Code

_____
Telephone Number

4. Fill-in checking or savings information that funds will be deposited into.

Checking Account Number:

Savings Account Number:

Bank Routing Number (ABA Number):

5. Authorized Signature:

_____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

IMPORTANT:

a. **ATTACH COPY OF VOIDED CHECK OR DEPOSIT TICKET.**

b. **RETURN THIS FORM TO:**
Conduent State Government Solutions
P.O. Box 14371
Lexington, KY 40511
Or to ECCOperations@conduent.com

PROVIDER AGREEMENT

FOR INTERNAL USE ONLY
Agreement Number: OKDAYC-00- _____

Provider State License No.: K830056537
Contract No.: 29875

Effective Date:

This **Agreement** is made by and between Conduent State Government Solutions, having an office at 745 West New Circle Rd. Lexington, KY, 40511 (hereinafter "**Conduent**") and OPS- Ator Elementary School- Spark _____, a☐ _____ ☐corporation, ☐individual(s), ☐partnership, ☒ other Owasso Public Schools; ☐organized and existing under the Laws of the State of Oklahoma, and having a ☒ business, ☐ residence at 1500 N Ash St , Owasso, Oklahoma 74055 (hereinafter "**Provider**").

Conduent State Government Solutions is under contract with the State of Oklahoma (hereinafter "**State**") to provide an automated day care system that provides timekeeping and recording of attendance of State authorized day care attendees as well as provide the State's reimbursement for the subsidized attendees to day care providers. As part of that contract with the State, Conduent is also required to furnish equipment for the use of day care providers and maintain that equipment.

Article 1: CONDUENT STATE GOVERNMENT SOLUTIONS RESPONSIBILITIES

1.1 Conduent will furnish Provider with POS equipment (hereinafter "**Equipment**") and related services: installation, training, repair, help desk support and settlement.

1.2 Equipment. Equipment shall be a VeriFone model OMNI 570. Conduent reserves the right to change the Equipment's brand, model or features at any time without prior notification to Provider.

1.3 Equipment Ownership. Equipment shall at all times remain the property of Conduent.

1.4 Equipment Usage. Unless otherwise provided for in this Agreement, Equipment shall be used by Provider solely in connection with the Oklahoma EBT Day Care Program (hereinafter "**EBT Day Care Program**").

1.5 Equipment Allocation. One (1) unit of Equipment shall be furnished for every 30 State authorized day care attendees assigned to the Provider under the EBT Day Care Program (hereinafter "**Active Participants**"). Conduent reserves the right to remove excess Equipment on demand during Provider's normal business hours. Excess Equipment is defined as a ratio of Equipment to Active Participants of less than 1:30 when more than 1 (one) unit of Equipment is furnished (examples: 1:29 or 1:20). Guidelines for Equipment allocation are established under a separate contract between Conduent and the State.

1.6 Installation. Conduent shall ship Equipment for installation by the Provider. Conduent will provide training over the phone to the Provider.

1.7 Training. At the time of installation, the Provider or authorized person will be trained and provided one (1) *Quick Reference Guide* and one (1) *Provider Operations Manual*.

1.8 Help Desk. Conduent shall provide a toll-free telephone number for Provider use 24 hours per day/7 days per week. The Help Desk will be staffed 24/7.

1.9 Equipment Repair. Conduent shall be solely responsible for repair of Equipment. For Equipment repair, Provider shall promptly notify Conduent using the telephone number(s) separately furnished to Provider by Conduent. Repair calls are processed through the Help Desk. At Conduent discretion, Equipment may be repaired or replaced.

1.10 Settlement. Conduent shall provide for weekly settlement to the Provider based on Provider's participation under the EBT Day Care Program. Conduent shall use the data furnished by the Provider under Exhibit A for settlement, as may be updated from time to time by the Provider in writing. Settlement shall be by electronic funds transfer only.

1.11 Supplies. Conduent will be furnishing the Provider a website to order paper used in the Equipment. That website is **www.conduenteccsupply.com** and paper will be shipped directly to provider.

Article 2: PROVIDER RESPONSIBILITIES

2.1 Equipment Use and Care. The Provider agrees that it shall follow the instructions of any manuals accompanying the Equipment, as amended from time to time, in the care, use and installation requirements of the Equipment as specified by the manufacturer.

2.2 Equipment Security. Provider agrees that it shall provide reasonable security measures to protect the Equipment from damage, theft or unauthorized use.

2.3 Equipment Environmental. Provider agrees that it shall provide suitable electric current to operate the Equipment, a suitable place for Equipment installation, a suitable environment for the Equipment and telephone service for use by the Equipment (shared or dedicated at Provider discretion). Provider agrees to be solely responsible for and bear all one-time and recurring expenses and fees, of all electrical and telephone services necessary for the operation of the Equipment.

2.4 Provider and Bank Data. Provider agrees that at all times it shall provide accurate and current data for Exhibit A. Provider acknowledges that failure to immediately notify Conduent in writing of changes to Exhibit A data may result in delayed or lost settlement reimbursements.

2.5 Equipment Control and Location. Provider agrees that it will at all times keep the Equipment in its sole possession and control. The Equipment shall not be moved from the Provider address(es) stated in Exhibit C without prior written notification to Conduent. Provider agrees that at all times it shall provide accurate and current data for Exhibit C.

2.6 Equipment Liens. Provider agrees that it shall keep the Equipment free and clear of all liens and encumbrances.

2.7. Equipment Access. Provider agrees that Conduent or its designee shall have free and clear access to the Equipment at all reasonable times for the purpose of maintenance, repair, inspection or removal.

2.8 Equipment Repair. Provider agrees that it shall not make or attempt to make any repairs to the Equipment.

2.9 Equipment Supplies. Provider agrees that it shall be responsible for procuring the Equipment's printer paper.

Article 3: TERM AND TERMINATION

3.1 Initial Term. The initial term of the Agreement shall commence on the Effective Date and extend to September 11, 2024 (hereinafter "**Initial Term**").

3.2 Renewal Periods. Unless the Agreement is terminated or expires in accordance with the terms of this Agreement, this Agreement shall automatically renew without further action for twelve (12) month periods from April 1 to March 31 (hereinafter "**Renewal Period(s)**").

3.3 Termination. Either party may terminate this Agreement without cause upon giving fifteen (15) days prior written notice to the other party, citing this Section 3.3.

This Agreement shall terminate immediately upon the instance of one or more of the following: Provider is no longer authorized under the EBT Day Care Program or Provider ceases its business operations in the State for any reason.

3.4 Effect of Termination – Equipment. Within five (5) business days of Agreement termination, Provider shall return all Equipment to Conduent at Conduent expense or make the Equipment available for Conduent pickup at a mutually agreed time from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding Federal holidays.

Article 4: LOSS OF EQUIPMENT

4.1 Provider shall ensure that Provider's existing insurance coverage, if any, covers the Equipment against casualty loss. Provider agrees to bear the expenses to replace Equipment that is lost, suffers a casualty loss or is stolen while the Equipment is in the Provider's care.

Article 5: LIMITATION OF LIABILITY

5.1 Conduent shall in no event be liable for any damages, including but not limited to, special, consequential or exemplary damages of any kind whether arising in contract, tort, warranty, indemnification or contribution, or under any other theory of law with regard to matter arising from this Agreement.

Article 6: INDEMNIFICATION

6.1 Except for Conduent gross negligence, if any claim is asserted or action brought against Conduent arising from this Agreement, Provider shall hold harmless and defend Conduent from any such claim or action at Provider expense, and shall indemnify Conduent for any cost and damages, including attorney's fees actually incurred by Conduent in connection therewith.

Article 7: WARRANTIES

7.1 CONDUENT WARRANTS THAT SERVICES PROVIDED UNDER THIS AGREEMENT WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS BY QUALIFIED PERSONNEL IN A QUALITY MANNER AND WILL CONFORM TO THE SPECIFICATIONS AS DESCRIBED HEREIN.

7.2 THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION ARE THE ONLY WARRANTIES GIVEN BY CONDUENT WITH RESPECT TO THE SERVICES AND EQUIPMENT PROVIDED PURSUANT TO THIS AGREEMENT. CONDUENT MAKES NO OTHER WARRANTIES EXPRESSED OR IMPLIED, OR ARISING BY CUSTOM OR TRADE USAGE AND SPECIFICALLY MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article 8: GOVERNING LAW

8.1 This Agreement will be governed by and construed in accordance with the Laws of the State of Oklahoma and any action commenced hereunder shall be brought in State of Oklahoma. Further, Provider consents to the jurisdiction of the courts located in State of Oklahoma.

Article 9: ASSIGNMENT

9.1 Neither this Agreement, nor any right or obligation thereunder, shall be assigned to third parties by the Provider without the prior written consent of CONDUENT.

Article 10: PROVIDER PURCHASE ORDER

10.1 The terms and conditions contained in this Agreement shall take precedence over and shall apply in lieu of any terms and conditions contained on any Provider document unless mutually agreed to by the parties and specifically incorporated herein.

Article 11: AMENDMENTS OR ADDENDA

11.1 The amendments, addenda, exhibits or attachments listed below, are incorporated herein by reference:

Exhibit A: Provider Settlement Authorization Form
Exhibit C: Provider Location Information

Article 12: INDEPENDENT CONTRACTOR

12.1 The parties shall, at all times, be independent contractors, and nothing contained herein shall be deemed to create any association, partnership, joint venture, or relationship of principal and agent or employer and employee between the parties.

Article 13: ENTIRE AGREEMENT AND MODIFICATIONS

13.1 This Agreement supersedes any and all prior representations, conditions, warranties, understandings, proposals, or previous agreements between the parties hereto, either oral or written relating to the matters of this Agreement hereunder and constitutes the sole, full and complete agreement between the parties.

13.2 Further, this Agreement shall not be modified, changed, amended, or waived except by means of a written instrument signed by an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized officials, executed this Agreement.

CONDUENT GOVERNMENT SOLUTIONS	**DAY CARE HOME OR DAY CARE CENTER**
By: Zorica Radic	X_____
(Signature)	(Signature)
Zorica Radic	X_____
(Name, type or print)	(Name, type or print)
Conduent Program Manager	X_____
(Title)	(Title)
X_____	X_____
(Date)	(Date)

Exhibit A
Provider Settlement Authorization Form

Conduent State Government Solutions is hereby authorized by:
(full legal name)_____

_____ or its designee, and the other financial institution listed below to transfer funds and make correcting debit adjustments, when needed, to the indicated financial account for activity to the EBT Day Care Program subject to the terms of the Provider Agreement.

1. Check One:

o First Submission o Change in Information

2. Financial Institution Information:

_____
Name of Bank

_____
Bank Address

_____
City/State/Zip Code

3. Provider Business Information:

_____
d/b/a (If doing business under another name or a trade name)

_____
Address

_____
City/State/Zip Code

_____
Telephone Number

4. Fill-in checking or savings information that funds will be deposited into.

Checking Account Number:

Savings Account Number:

Bank Routing Number (ABA Number):

5. Authorized Signature:

_____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

IMPORTANT:

a. **ATTACH COPY OF VOIDED CHECK OR DEPOSIT TICKET.**

b. **RETURN THIS FORM TO:**
Conduent State Government Solutions
P.O. Box 14371
Lexington, KY 40511
Or to ECCOperations@conduent.com

PROVIDER AGREEMENT

FOR INTERNAL USE ONLY
Agreement Number: OKDAYC-00- _____

Provider State License No.: K830056546
Contract No.: 29884

Effective Date:

This **Agreement** is made by and between Conduent State Government Solutions, having an office at 745 West New Circle Rd. Lexington, KY, 40511 (hereinafter "**Conduent**") and OPS-6th Grade Center School- Spark _____, a☐ _____ ☐corporation, ☐individual(s), ☐partnership, ☒ other Owasso Public Schools; ☐organized and existing under the Laws of the State of Oklahoma, and having a ☒ business, ☐ residence at 8101 N 129th E Ave. Owasso, Oklahoma 74055 (hereinafter "**Provider**").

Conduent State Government Solutions is under contract with the State of Oklahoma (hereinafter "**State**") to provide an automated day care system that provides timekeeping and recording of attendance of State authorized day care attendees as well as provide the State's reimbursement for the subsidized attendees to day care providers. As part of that contract with the State, Conduent is also required to furnish equipment for the use of day care providers and maintain that equipment.

Article 1: CONDUENT STATE GOVERNMENT SOLUTIONS RESPONSIBILITIES

1.1 Conduent will furnish Provider with POS equipment (hereinafter "**Equipment**") and related services: installation, training, repair, help desk support and settlement.

1.2 Equipment. Equipment shall be a VeriFone model OMNI 570. Conduent reserves the right to change the Equipment's brand, model or features at any time without prior notification to Provider.

1.3 Equipment Ownership. Equipment shall at all times remain the property of Conduent.

1.4 Equipment Usage. Unless otherwise provided for in this Agreement, Equipment shall be used by Provider solely in connection with the Oklahoma EBT Day Care Program (hereinafter "**EBT Day Care Program**").

1.5 Equipment Allocation. One (1) unit of Equipment shall be furnished for every 30 State authorized day care attendees assigned to the Provider under the EBT Day Care Program (hereinafter "**Active Participants**"). Conduent reserves the right to remove excess Equipment on demand during Provider's normal business hours. Excess Equipment is defined as a ratio of Equipment to Active Participants of less than 1:30 when more than 1 (one) unit of Equipment is furnished (examples: 1:29 or 1:20). Guidelines for Equipment allocation are established under a separate contract between Conduent and the State.

1.6 Installation. Conduent shall ship Equipment for installation by the Provider. Conduent will provide training over the phone to the Provider.

1.7 Training. At the time of installation, the Provider or authorized person will be trained and provided one (1) *Quick Reference Guide* and one (1) *Provider Operations Manual*.

1.8 Help Desk. Conduent shall provide a toll-free telephone number for Provider use 24 hours per day/7 days per week. The Help Desk will be staffed 24/7.

1.9 Equipment Repair. Conduent shall be solely responsible for repair of Equipment. For Equipment repair, Provider shall promptly notify Conduent using the telephone number(s) separately furnished to Provider by Conduent. Repair calls are processed through the Help Desk. At Conduent discretion, Equipment may be repaired or replaced.

1.10 Settlement. Conduent shall provide for weekly settlement to the Provider based on Provider's participation under the EBT Day Care Program. Conduent shall use the data furnished by the Provider under Exhibit A for settlement, as may be updated from time to time by the Provider in writing. Settlement shall be by electronic funds transfer only.

1.11 Supplies. Conduent will be furnishing the Provider a website to order paper used in the Equipment. That website is **www.conduenteccsupply.com** and paper will be shipped directly to provider.

Article 2: PROVIDER RESPONSIBILITIES

2.1 Equipment Use and Care. The Provider agrees that it shall follow the instructions of any manuals accompanying the Equipment, as amended from time to time, in the care, use and installation requirements of the Equipment as specified by the manufacturer.

2.2 Equipment Security. Provider agrees that it shall provide reasonable security measures to protect the Equipment from damage, theft or unauthorized use.

2.3 Equipment Environmental. Provider agrees that it shall provide suitable electric current to operate the Equipment, a suitable place for Equipment installation, a suitable environment for the Equipment and telephone service for use by the Equipment (shared or dedicated at Provider discretion). Provider agrees to be solely responsible for and bear all one-time and recurring expenses and fees, of all electrical and telephone services necessary for the operation of the Equipment.

2.4 Provider and Bank Data. Provider agrees that at all times it shall provide accurate and current data for Exhibit A. Provider acknowledges that failure to immediately notify Conduent in writing of changes to Exhibit A data may result in delayed or lost settlement reimbursements.

2.5 Equipment Control and Location. Provider agrees that it will at all times keep the Equipment in its sole possession and control. The Equipment shall not be moved from the Provider address(es) stated in Exhibit C without prior written notification to Conduent. Provider agrees that at all times it shall provide accurate and current data for Exhibit C.

2.6 Equipment Liens. Provider agrees that it shall keep the Equipment free and clear of all liens and encumbrances.

2.7. Equipment Access. Provider agrees that Conduent or its designee shall have free and clear access to the Equipment at all reasonable times for the purpose of maintenance, repair, inspection or removal.

2.8 Equipment Repair. Provider agrees that it shall not make or attempt to make any repairs to the Equipment.

2.9 Equipment Supplies. Provider agrees that it shall be responsible for procuring the Equipment's printer paper.

Article 3: TERM AND TERMINATION

3.1 Initial Term. The initial term of the Agreement shall commence on the Effective Date and extend to September 11, 2024 (hereinafter "**Initial Term**").

3.2 Renewal Periods. Unless the Agreement is terminated or expires in accordance with the terms of this Agreement, this Agreement shall automatically renew without further action for twelve (12) month periods from April 1 to March 31 (hereinafter "**Renewal Period(s)**").

3.3 Termination. Either party may terminate this Agreement without cause upon giving fifteen (15) days prior written notice to the other party, citing this Section 3.3.

This Agreement shall terminate immediately upon the instance of one or more of the following: Provider is no longer authorized under the EBT Day Care Program or Provider ceases its business operations in the State for any reason.

3.4 Effect of Termination – Equipment. Within five (5) business days of Agreement termination, Provider shall return all Equipment to Conduent at Conduent expense or make the Equipment available for Conduent pickup at a mutually agreed time from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding Federal holidays.

Article 4: LOSS OF EQUIPMENT

4.1 Provider shall ensure that Provider's existing insurance coverage, if any, covers the Equipment against casualty loss. Provider agrees to bear the expenses to replace Equipment that is lost, suffers a casualty loss or is stolen while the Equipment is in the Provider's care.

Article 5: LIMITATION OF LIABILITY

5.1 Conduent shall in no event be liable for any damages, including but not limited to, special, consequential or exemplary damages of any kind whether arising in contract, tort, warranty, indemnification or contribution, or under any other theory of law with regard to matter arising from this Agreement.

Article 6: INDEMNIFICATION

6.1 Except for Conduent gross negligence, if any claim is asserted or action brought against Conduent arising from this Agreement, Provider shall hold harmless and defend Conduent from any such claim or action at Provider expense, and shall indemnify Conduent for any cost and damages, including attorney's fees actually incurred by Conduent in connection therewith.

Article 7: WARRANTIES

7.1 CONDUENT WARRANTS THAT SERVICES PROVIDED UNDER THIS AGREEMENT WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS BY QUALIFIED PERSONNEL IN A QUALITY MANNER AND WILL CONFORM TO THE SPECIFICATIONS AS DESCRIBED HEREIN.

7.2 THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION ARE THE ONLY WARRANTIES GIVEN BY CONDUENT WITH RESPECT TO THE SERVICES AND EQUIPMENT PROVIDED PURSUANT TO THIS AGREEMENT. CONDUENT MAKES NO OTHER WARRANTIES EXPRESSED OR IMPLIED, OR ARISING BY CUSTOM OR TRADE USAGE AND SPECIFICALLY MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article 8: GOVERNING LAW

8.1 This Agreement will be governed by and construed in accordance with the Laws of the State of Oklahoma and any action commenced hereunder shall be brought in State of Oklahoma. Further, Provider consents to the jurisdiction of the courts located in State of Oklahoma.

Article 9: ASSIGNMENT

9.1 Neither this Agreement, nor any right or obligation thereunder, shall be assigned to third parties by the Provider without the prior written consent of CONDUENT.

Article 10: PROVIDER PURCHASE ORDER

10.1 The terms and conditions contained in this Agreement shall take precedence over and shall apply in lieu of any terms and conditions contained on any Provider document unless mutually agreed to by the parties and specifically incorporated herein.

Article 11: AMENDMENTS OR ADDENDA

11.1 The amendments, addenda, exhibits or attachments listed below, are incorporated herein by reference:

Exhibit A: Provider Settlement Authorization Form
Exhibit C: Provider Location Information

Article 12: INDEPENDENT CONTRACTOR

12.1 The parties shall, at all times, be independent contractors, and nothing contained herein shall be deemed to create any association, partnership, joint venture, or relationship of principal and agent or employer and employee between the parties.

Article 13: ENTIRE AGREEMENT AND MODIFICATIONS

13.1 This Agreement supersedes any and all prior representations, conditions, warranties, understandings, proposals, or previous agreements between the parties hereto, either oral or written relating to the matters of this Agreement hereunder and constitutes the sole, full and complete agreement between the parties.

13.2 Further, this Agreement shall not be modified, changed, amended, or waived except by means of a written instrument signed by an authorized representative of each party.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized officials, executed this Agreement.

CONDUENT GOVERNMENT SOLUTIONS	**DAY CARE HOME OR DAY CARE CENTER**
By: Zorica Radic	X_____
(Signature)	(Signature)
Zorica Radic	X_____
(Name, type or print)	(Name, type or print)
Conduent Program Manager	X_____
(Title)	(Title)
X_____	X_____
(Date)	(Date)

Exhibit A
Provider Settlement Authorization Form

Conduent State Government Solutions is hereby authorized by:
(full legal name)_____

_____ or its designee, and the other financial institution listed below to transfer funds and make correcting debit adjustments, when needed, to the indicated financial account for activity to the EBT Day Care Program subject to the terms of the Provider Agreement.

1. Check One:

o First Submission o Change in Information

2. Financial Institution Information:

_____
Name of Bank

_____
Bank Address

_____
City/State/Zip Code

3. Provider Business Information:

_____
d/b/a (If doing business under another name or a trade name)

_____
Address

_____
City/State/Zip Code

_____
Telephone Number

4. Fill-in checking or savings information that funds will be deposited into.

Checking Account Number:

Savings Account Number:

Bank Routing Number (ABA Number):

5. Authorized Signature:

_____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

IMPORTANT:

a. **ATTACH COPY OF VOIDED CHECK OR DEPOSIT TICKET.**

b. **RETURN THIS FORM TO:**
Conduent State Government Solutions
P.O. Box 14371
Lexington, KY 40511
Or to ECCOperations@conduent.com

5.01 Administration of Medicine to Students

Purpose

The purpose of this policy is to identify when district personnel are authorized to administer medication to students, when students are authorized to self-medicate and how district personnel will maintain, administer, monitor and dispose of student medication.

Definitions

For purposes of this policy, these terms have the following definitions:

"Medicine" or “medications” includes prescription medications and over-the-counter medicines such as but not limited to cough drops, antacid medicated ointments and any other item used to treat an illness, disease or malady. This term shall not include “Sunscreen” as defined below.

“Parent” means a parent, a court appointed guardian or a person having legal custody.

“Physician” means a licensed physician or other health care provider with prescriptive authority.

“Sunscreen” means a compound topically applied to prevent sunburn.

Policy

Under Oklahoma law, a school nurse, an administrator or a designated school employee may administer prescription and nonprescription medications and assist in applying sunscreen to students. Medications may be given only with written permission from the parent/guardian, or physician order. The Student’s need for non-prescription medications will be assessed by the Registered Nurse, Licensed Practical Nurse, Health Aid or designee who has documented training and given per consulting physician order guidelines.

Except as provided in this policy and in the district’s Student Diabetes Care and Management policy, students may not retain possession of or self-administer any medicine. Violation of this rule will be reported to the student's parents/guardians and may result in discipline, including out-of-school suspension.

As further set out below, the district retains the discretion to reject requests for the administration of medication or application of sunscreen and to discontinue the administration of medication or application of sunscreen.

All students in Owasso Public Schools must provide registration information (InfoSnap) each school year. Part of registration includes a “Medication Authorization” permission form, which must be on file for each student in order to administer any medication to the student.

The parent must deliver the student’s medicine to the school nurse or ~~school administrator~~ designated school employee in its original container with the parent’s written authorization for administration of the medicine.
Sunscreen for application by a school nurse must be delivered to the school nurse or ~~school~~

~~administrator~~ designated school employee in its original container with the parent's written authorization for application of sunscreen. The parent's authorization for either administration of medicine or application of sunscreen must identify the student, the medicine or sunscreen, and include or refer to the label for instructions on administration of the medicine. The school nurse, an administrator or a designated employee will administer the medicine to the student or assist the student in applying sunscreen pursuant to the parent's instructions and the directions for use on the label or in the physician's prescription. The parent must complete a new authorization form annually and for each change of medication or sunscreen. The district will maintain the authorization form as a part of the student's health record. Authorization forms will be available in the front office of every school site. A parent who chooses to do so may come to the school and personally dispense medication or apply sunscreen to the student.

The administration of each school will keep a record of the students to whom medicine is administered or sunscreen is applied, the date of administration or application, the person who administered the medicine or applied the sunscreen, and the name or type of medicine or sunscreen administered.

Medications and sunscreen will be stored in a separate locked drawer or cabinet that is readily accessible only to the persons who will administer the medication or apply the sunscreen. Medications requiring refrigeration will be refrigerated in a secure area.

Any person administering medicine or applying sunscreen to a student will participate in training by October 1 of each year conducted by a school nurse or other health care professional. The training will include:

- Review of state statutes and school rules and regulations (including this policy) regarding administration of medication and application of sunscreen by school personnel;
- Procedures for administration, documentation, handling and storage of medication; and
- Medication needs of specific students, desired effects, potential side effects, adverse reactions and other observations.

Only those persons who successfully complete the training are authorized to administer medication or apply sunscreen. Each school site will maintain a current list of those authorized to administer medication and apply sunscreen at that site.

Students who are able to self-administer specific medications, such as inhaled asthma medication or anaphylaxis medication, or use specialized equipment, such as an inhaler or Epinephrine injector, replacement pancreatic enzymes for Cystic Fibrosis; may do so provided such medication and specialized equipment are transported and maintained under the students' control in compliance with the following rules:

- A licensed physician or dentist must provide a written order that the student has a particular medical condition (asthma, anaphylaxis, etc.), is capable of and has been instructed in the proper method of self-administration of medication. It is the parent's

responsibility to contact the physician and have the physician complete and return the required order.

- The parent must provide a written authorization for self-administration of medication.

- Parents who elect self-medication understand and agree that the district, its agents and employees shall incur no liability for any adverse reaction or injury the student suffers as a result of self-administration of medication and/or use of specialized equipment.
- The written authorization will terminate at the end of the school year and must be renewed annually.
- If the parent and physician authorize self-medication, the district is not responsible for safeguarding the students' medications or specialized equipment.
- 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, student, nurse and other appropriate persons.
- Students will not be allowed to self-administer:
  - Narcotics;
  - Essential Oils and CBD Oils
  - Prescription painkillers;
  - Medication used to treat ADD/ADHD or other psychological or behavioral disorders; and
  - Other medication hereafter designated in writing by the district.

Except as otherwise provided by an individual student's school health plan, students may self-administer non-diabetes and non-anaphylaxis-related injectables only in the school office in the presence of authorized school personnel. Diabetes-related injectables will be administered in accordance with the district's Management of Students with Diabetes policy.

Students who self-medicate are encouraged to wear Medic Alert bracelets or necklaces.

The parent will provide an emergency supply of a student's inhaled asthma medication or anaphylaxis medication to be administered by school personnel, as required by state law.

Students who are able to self-apply sunscreen may do so provided such sunscreen is regulated by the Food and Drug Administration. Students may self-apply sunscreen without the written authorization of a parent, legal guardian or physician. All students are permitted to possess sunscreen that is regulated by the Food and Drug Administration.

Sunscreen

School staff will only assist the student in applying sunscreen with the parent's written authorization and according to label directions or, if applicable, written instructions from the student's physician. The sunscreen must be in the original container indicating:

- Ingredients; and
- Directions for Application.

Nonprescription Medication

School staff will only administer nonprescription medication with the parent's written authorization and according to label directions ~~or~~ and/or written instructions from the student's physician. The medication must be in the original container that indicates:

- Student name (affixed to the container);
- Ingredients;
- Expiration date;
- Dosage and frequency;
- Administration route, i.e., oral, drops, etc.; and
- Other directions as appropriate.

School staff will only administer aspirin (acetylsalicylic acid) and products containing salicylic acid with written instructions from the student's physician. The parent must provide and maintain a supply of nonprescription medication for the student.

Prescription Medication

School staff will only administer prescription medication with written authorization and instructions. Prescription medication must be in the original container that indicates:

- Student name;
- Name and strength of medication and expiration date;
- Dosage and directions for administration;
- Name of the licensed physician or dentist;
- Date, name, address and phone number of the pharmacy.

If medication is a sample from the Doctor's office, a physician's note must accompany the sample with all of the information requested in the previous section.

The initial dose of a new medication will NOT be given at school due to possible reaction.

No more than a one-month supply of prescription medication be kept at school.

The transportation of prescription medication to and from school is the responsibility of the parent/guardian.

Vitamins/herbs/homeopathic remedies, essential oils, and CBD products not FDA approved will not be given at school.

The parent must provide and maintain the supply of prescription medication for the student.

The parent must reclaim any remaining medication by the last official day of school closing or within seven days after the prescribing physician discontinues the medication. The school nurse or designated employee will destroy in a non-recoverable fashion in the presence of a witness any medication not timely reclaimed. The person who destroys the medication will record the following information:

- Date of destruction;
- Time of destruction;
- Name and quantity of medication destroyed; and
- Manner of destruction of medication

Any and all controlled substances will be destroyed according to state law.

The school nurse or designated employee will advise the principal or designee if discontinuance of medication to a student is appropriate and assist in informing the parent. Legitimate reasons for discontinuing administration of medication include, but are not limited to the following:

- A legitimate lack of space or facility to adequately store specific medication;
- Lack of cooperation by the student, parent and/or prescribing doctor and the district;
- An unexpected and/or adverse medical reaction to the medication at school, i.e., mood change, allergic reaction, etc., considered to be harmful to the health and well-being of the student;
- Any apparent change in the medication's appearance, odor, or other characteristics that raise reasonable doubts about the quality of the medication; and
- The medication expiration date has passed.

Narcotic medication will not be stored or administered at school by school personnel. Custodial parents/guardians of students being treated by a physician with prescription narcotic medication may administer such medication to their child during the school day. Parents/guardians administering the narcotics medication should report to the main office to request their child for administration of the narcotic medication.

Under state law the Board of Education, the School District, or employees of the District shall not be liable to the student or the student's parents or guardian for civil damages for any

personal injuries to the student which result from acts of omissions of school employees in administering the narcotic medicine. Also the School district, its agents and employees shall incur no liability for any adverse reaction or injury suffered by the students as a result of the parent's/guardian's administration of narcotic medication during school hours.

District-Wide Emergency Use Stock Inhalers

- Per Senate Bill 381, inhalers and spacer devices may be stocked for use when a student is in need of an inhaler and does not have access to a personal device. Any stock inhalers must be prescribed to the District by a licensed physician. Trained personnel may administer an emergency inhaler when they believe in good faith that a student is having respiratory distress. In the event that a stock inhaler is administered because of respiratory distress, EMS services will be contacted as soon as possible.

District-Wide Administration of Opiate Antagonists (Narcan)

- District medical personnel or other district employees trained in recognizing signs of opiate overdose may administer an opiate antagonist (Narcan) for a student or other individual exhibiting signs of an opiate overdose.

District-Wide Use of Epinephrine Injectors

- Per Senate Bill 381, epinephrine injectors may be stocked for use when a student is in need of an epinephrine injection and does not have access to a personal device. Any stock epinephrine injectors must be prescribed to the District by a licensed physician. Trained personnel may administer an emergency Epinephrine injection when they believe in good faith that a student is having an anaphylactic reaction. In the event that a stock epinephrine injection is administered because of an anaphylactic reaction, EMS services will be contacted as soon as possible.
- There will be designated and trained personnel at each school site responsible for:
    - Obtaining the Epinephrine injectors at each school site
    - Ensuring appropriate training on the administration of the injectors for designated staff members
    - Distributing and maintaining annual parent/guardian consent forms.
- No Epinephrine injection shall be given if the proper written consent is not on file with the District.

Owasso Public Schools

Treasurers Report

as of May 31, 2024

	General Fund prior year 7/1/22 to 5/31/23	General Fund current year 7/1/23 to 5/31/24	Building Fund prior year 7/1/22 to 5/31/23	Building Fund current year 7/1/23 to 5/31/24	Child Nutrition prior year 7/1/22 to 5/31/23	Child Nutrition current year 7/1/23 to 5/31/24	Sinking Fund prior year 7/1/22 to 5/31/23	Sinking Fund current year 7/1/23 to 5/31/24
Beginning Fund Balance	9,222,088.02	14,472,763.48	3,328,034.56	3,486,854.69	2,286,586.70	2,542,882.97	4,894,011.47	2,943,531.65
Revenue								
local	25,494,582.07	26,698,926.69	3,622,045.86	3,799,436.07	1,687,041.71	1,707,133.11	19,642,200.64	17,496,512.81
intermediate	3,411,863.52	3,386,456.50	0.00	0.00				0.00
state	34,161,149.09	39,998,350.60	3.79	579,131.83	262,558.41	280,707.82	20.72	1,582.24
federal	5,454,927.25	5,031,942.62	1,001,698.53	119,667.13	2,350,755.82	2,315,300.80		
premium on bond sale							0.00	13,591.13
reimb/correcting entry	50,188.35	42,973.68	424.23	0.00	10,010.26	2,887.47	0.00	0.00
total revenue	**68,572,710.28**	**75,158,650.09**	**4,624,172.41**	**4,498,235.03**	**4,310,366.20**	**4,306,029.20**	**19,642,221.36**	**17,511,686.18**
Expenditures								
salary	39,143,616.88	43,831,732.24			1,496,832.40	1,467,850.16	0.00	0.00
benefits	12,459,076.18	13,617,235.58			444,219.95	464,897.99	0.00	0.00
contracted prof / tech svcs	1,111,792.56	1,175,033.33	21,450.00	8,875.00	12,484.00	12,514.00	0.00	0.00
property svcs	274,439.01	389,405.01	1,208,745.00	1,166,005.24	69,523.39	34,809.98	0.00	0.00
other purchased svcs	434,522.41	412,519.85	1,060,818.40	1,155,445.21	1,696,599.84	1,720,592.73	0.00	0.00
supplies	1,639,132.70	1,769,883.61	2,135,290.86	2,118,173.87	14,615.08	191,940.18	0.00	0.00
property	4,537.23	143,400.05	37,774.43	25,113.15	95,457.14	71,327.81	0.00	0.00
dues/fees/registration/tuition	376,744.53	430,792.15			1,379.00	699.00	0.00	0.00
bond principal & interest							23,018,800.00	19,268,350.00
other uses	10,240.71	2,110.40	424.23	0.00	8,909.25	12,694.54	0.00	0.00
total expenditures	**55,454,102.21**	**61,772,112.22**	**4,464,502.92**	**4,473,612.47**	**3,840,020.05**	**3,977,326.39**	**23,018,800.00**	**19,268,350.00**
prior year estopped checks		37.50						
Balance as of May 31st, 2024	22,340,696.09	27,859,338.85	3,487,704.05	3,511,477.25	2,756,932.85	2,871,585.78	1,517,432.83	1,186,867.83
bank balance 5-31-24		28,063,139.81		3,699,682.20		2,893,959.41		1,186,867.83
outstanding checks		(203,800.96)		(188,204.95)		(22,373.63)		0.00
cash balance 5-31-24		27,859,338.85		3,511,477.25		2,871,585.78		1,186,867.83

Owasso Public Schools
Treasurers Report

Bond Funds Summary
as of 5-31-24

	bond 31 year to date	bond 33 year to date	bond 35 year to date	bond 39 year to date	lease 04 year to date
FY 24 Beginning Fund Balance	36,490,980.27	2,493.88	9,589,149.94	826,616.51	40,152.43
Revenue					
interest/other	959,897.34	6.35	56,874.20	2,104.95	7,663.78
correcting entry	3,073.87	0.00	0.00	371.80	0.00
bond proceeds	8,300,000.00	0.00	0.00	0.00	0.00
total revenue	9,262,971.21	6.35	56,874.20	2,476.75	7,663.78
Expenditures	12,007,713.22	1,786.55	9,489,763.60	495,298.28	47,816.21
Balance as of 5-31-24	33,746,238.26	713.68	156,260.54	333,794.98	0.00

Owasso Public Schools **Bond and Lease Proceeds Budgets F.Y. 2024** report date 5/31/2024

project	description	Bond 39 budget	Bond 39 encumbered	Bond 39 balance	Bond 35 budget	Bond 35 encumbered	Bond 35 balance	Bond 33 budget	Bond 33 encumbered	Bond 33 balance
000	non categorical	22,420.83	20,846.80	1,574.03	187,715.20	74,000.00	113,715.20	707.33	0.00	707.33
010	lease pmts	0.00	0.00	0.00	9,402,000.00	9,402,000.00	0.00	0.00	0.00	0.00
111	copiers	52,072.55	0.00	52,072.55	0.00	0.00	0.00	0.00	0.00	0.00
112	buses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
114	textbooks	0.00	0.00	0.00	0.00		0.00	0.00		0.00
116	uniforms/equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
117	safety	0.00	0.00	0.00	0.00	0.00	0.00	1,786.55	1,786.55	0.00
119	plant operations	695,912.78	695,912.78	0.00	23,853.60	23,853.60	0.00	0.00	0.00	0.00
120	fine arts uniforms/equip	56,210.35	8,353.07	47,857.28	0.00	0.00	0.00	0.00	0.00	0.00
total		826,616.51	725,112.65	101,503.86	9,613,568.80	9,499,853.60	113,715.20	2,493.88	1,786.55	707.33

project	description	Bond 31 budget	Bond 31 encumbered	Bond 31 balance	Fund 04 budget	Fund 04 encumbered	Fund 04 balance	**Combined Budgets All Bond and Lease Funds budget**	**encumbered**	**balance**
000	non categorical	3,073.87	3,073.87	0.00	32,455.34	32,455.34	0.00	**246,372.57**	**130,376.01**	**115,996.56**
010	lease pmts	0.00	0.00	0.00	0.00	0.00	0.00	**9,402,000.00**	**9,402,000.00**	**0.00**
102	building acquisition	1,002,567.33	738,444.40	264,122.93				**1,002,567.33**	**738,444.40**	**264,122.93**
111	copiers	293,000.00	79,711.00	213,289.00	0.00	0.00	0.00	**345,072.55**	**79,711.00**	**265,361.55**
112	buses	1,459,847.76	923,234.00	536,613.76	0.00	0.00	0.00	**1,459,847.76**	**923,234.00**	**536,613.76**
113	technology	8,588,862.52	2,520,046.52	6,068,816.00	0.00	0.00	0.00	**8,588,862.5**	**2,520,046.5**	**6,068,816.00**
114	textbooks	3,897,705.73	2,695,286.53	1,202,419.20	0.00	0.00	0.00	**3,897,705.73**	**2,695,286.53**	**1,202,419.20**
116	uniforms/equipment	338,499.34	159,524.94	178,974.40	0.00	0.00	0.00	**338,499.34**	**159,524.94**	**178,974.40**
117	safety	737,021.00	445,282.93	291,738.07	15,360.87	15,360.87	0.00	**754,168.42**	**462,430.35**	**291,738.07**
119	plant operations	5,433,774.69	2,617,984.60	2,815,790.09	0.00	0.00	0.00	**6,153,541.07**	**3,337,750.98**	**2,815,790.09**
120	fine arts uniforms/equip	715,867.09	122,519.40	593,347.69			0.00	**772,077.44**	**130,872.47**	**641,204.97**
134	roofing district wide	2,000,000.00	1,680,637.00	319,363.00				**2,000,000.0**	**1,680,637.0**	**319,363.00**
135	wellness center	1,208,030.00	1,208,029.48	0.52				**1,208,030.0**	**1,208,029.5**	**0.52**
136	track/band project	9,800,000.00	9,780,672.79	19,327.21				**9,800,000.0**	**9,780,672.8**	**19,327.21**
138	hodson safe structure	8,500,000.00	510,596.00	7,989,404.00				**8,500,000.0**	**510,596.0**	**7,989,404.00**
139	8th Grade Safe Room	480,000.00	480,000.00	0.00				**480,000.0**	**480,000.0**	**0.00**
171	nurses equipment	88,253.10	40,649.02	47,604.08	0.00	0.00	0.00	**88,253.1**	**40,649.0**	**47,604.08**
172	library budgets	376,564.72	195,466.23	181,098.49	0.00	0.00	0.00	**376,564.7**	**195,466.2**	**181,098.49**
total		44,923,067.15	24,201,158.71	20,721,908.44	47,816.21	47,816.21	0.00	**55,413,562.55**	**34,475,727.72**	**20,937,834.83**

OWASSO RAMS

DEPARTMENT OF ATHLETICS

OHS Gym ADVERTISING AGREEMENT
Ram Club – Volleyball

THIS AGREEMENT is made and entered by and between the OWASSO ATHLETIC DEPARTMENT of THE INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA, a/k/a Owasso Public Schools (the "District") and Shielding Resources Group, Inc (the "Sponsor).

In consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. **Scoreboard Advertising.** The District hereby designates the Sponsor as a Ram Club - 1 Sponsor and leases to the Sponsor one digital rotation on LED sign in the OHS gym.

2. **Term.** The term of this Agreement shall extend for a period of one (1) year beginning on Aug. 1st of the current year and ending date on July 31st of the next year.

3. **Consideration.** The Sponsor agrees to pay the Athletic Department $1,000 per year, in advance and paid in full of the current year, in consideration for the advertising rights granted to the Sponsor during the term of this Agreement.

4. **Installation and Maintenance**. The Sponsor will bear the responsibility and expense for the fabrication and submission to the Athletic Department of the District of said Sponsor's logo for the Sponsor's advertising panel. All such activities will be coordinated with the District. Sponsor agrees to submit an artwork and advertising copy to the District for approval prior to the installation on the scoreboard. The District may reject, in whole or in part, any artwork or advertising copy which the District, in its sole discretion, determines to be objectionable in appearance or subject matter, offensive, controversial, contrary to the educational mission of the District, or which interferes with existing marketing programs or contracts.

5. **Location.** The District will, in its sole discretion, determine the specific location on the scoreboard/message center where the Sponsor's advertising panel will be displayed.

6. **Intellectual Property Rights.** The Sponsor represents and warrants to the District that all marks, logos and advertising copy is owned by the Sponsor or that the Sponsor has the authority to make use of such property in the manner contemplated by the Agreement. The Sponsor agrees to indemnify and hold the District harmless from and against all claims, damages, costs and expenses, including attorneys' fees, arising from any claims for trademark or copyright infringement or violation of other intellectual property rights.

7. **Termination.** The District may terminate this Agreement by written notice of the Sponsor if the Sponsor fails to pay rental payments within (10) days after notice of nonpayment or for material breach by the Sponsor of any other term or condition contained herein.

8. **Assignment.** The Agreement may not be assigned by Sponsor, in whole or in part, without the prior written consent of the District.

9. **Entire Agreement.** This Agreement sets forth the entire agreement of the parties and replaces and supersedes all other agreements. This Agreement cannot be modified, terminated or otherwise amended except by written instrument signed by both parties.

Dated: 5/17/2024

Owasso Athletic Department

by: _____
BOE President

_____

by: _____
Athletic Director

_____

By: _____
Owner / Representative

_____

OWASSO RAMS

DEPARTMENT OF ATHLETICS

SCOREBOARD ADVERTISING AGREEMENT
Ram Club – Gold

THIS AGREEMENT is made and entered into as of August 1, 2024, by and between the OWASSO ATHLETIC DEPARTMENT of THE INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA, a/k/a Owasso Public Schools (the "District") and Shielding Resources Group, Inc. (the "Sponsor).

In consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. **Scoreboard Advertising.** The District hereby designates the Sponsor as a Ram Club - Gold Sponsor and leases to the Sponsor an advertisement on the digital rotation sign in the OHS stadium and the OHS gym in Owasso, Oklahoma.

2. **Term.** The term of this Agreement shall extend for a period of three (3) years beginning on 8/1/2024 of the current year and ending on the third year from the date of the contract.

3. **Consideration.** The Sponsor agrees to pay the Athletic Department $11,000 per year, in advance and paid in full by receipt of invoice of the current year, in consideration for the advertising rights granted to the Sponsor during the term of this Agreement. **The Sponsor will receive six (6) passes to the Ram Room on the third floor of our Wellness Center and two (2) Stadium Parking Passes for all home Varsity football games, a Logo on the Athletic Web Site, and a full page Ad presence in the Owasso Rams seasonal media guides.**

4. **Installation and Maintenance.** The Sponsor will bear the responsibility and expense for the fabrication and submission of said Sponsor's logo for the Sponsor's advertising panel to the Athletic Department of the District. All such activities will be coordinated with the District. Sponsor agrees to submit an artwork and advertising copy to the District for approval prior to the installation on the scoreboard. The District may reject, in whole or in part, any artwork or advertising copy which the District, in its sole discretion, determines to be objectionable in appearance or subject matter, offensive, controversial, contrary to the educational mission of the District, or which interferes with existing marketing programs or contracts. The Athletic Department of the District will bear the responsibility for all expenses of fabricating and maintaining Sponsor's advertising panel.

5. **Location.** The District will, in its sole discretion, determine the specific location on the scoreboard/message center where the Sponsor's advertising panel will be displayed.

6. **Intellectual Property Rights.** The Sponsor represents and warrants to the District that all marks, logos and advertising copy is owned by the Sponsor or that the Sponsor has the authority to make use of such property in the manner contemplated by the Agreement. The Sponsor agrees to indemnify and hold the District harmless from and against all claims, damages, costs and expenses, including attorneys' fees, arising from any claims for trademark or copyright infringement or violation of other intellectual property rights.

7. **Termination.** The District may terminate this Agreement by written notice of the Sponsor if the Sponsor fails to pay rental payments within (10) days after notice of nonpayment or for material breach by the Sponsor of any other term or condition contained herein.

8. **Assignment.** The Agreement may not be assigned by Sponsor, in whole or in part, without the prior written consent of the District.

9. **Entire Agreement.** This Agreement sets forth the entire agreement of the parties and replaces and supersedes all other agreements. This Agreement cannot be modified, terminated or otherwise amended except by written instrument signed by both parties.

Dated: May 17, 2024

Owasso Athletic Department

by: _____
BOE President

_____

by: _____
Athletic Director

_____

By: _____
Owner / Representative

_____

OSAG

Oklahoma School Assurance Group

Owasso School District
Attn: Margaret Coates
1501 N Ash St
Owasso, OK 74055

May 24, 2024

Re: 2024-2025 OSAG Workers' Compensation Insurance Quote
The policy will automatically renew on 7/1/24 – No action needed.

Dear Margaret Coates,

Thank you for helping to make OSAG the largest provider of workers' compensation to public schools in Oklahoma. Your 2024-2025 OSAG renewal quote is as follows:

Total 2024-2025 OSAG Workers' Compensation Renewal Premium including Dividend/Credits: **$239,882.00**
Non-Auditable

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

Active membership in the Oklahoma School Assurance Group provides an array of benefits for your district, including continued membership *performance dividend awards*. The membership dividend is based on an overall favorable group loss ratio.

About the OSAG Proposal:

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

*All members that renew with OSAG have a *Membership Dividend* associated with active membership. ***In order to receive the Membership Dividend, a member must be active with paid premium for the 2024-2025 policy year.***

****A shared $250,000 Premium Credit was awarded to all active renewing members for the 2024-2025 policy period.***

****See enclosed listing of all OSAG member benefits – ALL at NO COST to members!**

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

Owasso Independent Schools
1501 North Ash
Owasso, OK 74055

Breakdown of Insurance Cost

Annual Premium Breakdown	
Property:	$1,543,961
Boiler & Machinery:	$6,547
Auto Physical Dmg:	$37,004
General Liability:	$52,865
Auto Liability:	$70,486
Educators Legal:	$52,865
Excess Liability:	$0
Total Annual:	$1,763,728

A 25% minimum earned premium applies.

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

Year	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Total Values	$8,036,800	$8,178,930	$8,564,430	$304,892,209	$319,985,133	$460,582,892
Premium	$213,859	$211,813	$243,506	$1,115,872	$1,254,776	$1,627,883
Distribution	$0	$9,678	$0	$0	$0	$0

Number of Claims:	Insurance Cost Paid to OSIG (incl Endts):	Incurred Claims:	Loss Ratio:
90	$4,299,002	$2,690,190	62.58%

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

Payment Terms

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

Installment #1	1/3 of total	due 7/1/24
Installment #2	1/3 of total	due 8/1/24
Installment #3	1/3 of total	due 9/1/24

Coverages

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

Property

- Full Replacement Cost - Except Roofs over 15 years old and Autos, Contractors Equipment & Debris Removal Only adjusted at ACV or buildings designated as ACV or *stated value
- No Coinsurance Clause
- Exclusion - Cosmetic loss to metal roof coverings caused by hail
- Real And Personal Property- Limit Per Occurrence $1,000,000,000
- Building - Margin Clause 125% of scheduled limits per statement of value
- Business Personal Property - blanket coverage per statement of values

  including:
  - Electronic Data Processing Equipment, and Media
  - Accounts Receivable
  - Valuable Papers
  - Fine Arts
  - Miscellaneous Property
  - Miscellaneous Unnamed / Undescribed Property
  - Builder's Risk

    *Note All Builder's Risk projects must be reported to OSIG - Frame projects are subject to approval
  - Outdoor Property - covered all perils
  - Extra Expense
  - Business Income including Rental Income and Tuition Income
  - Ordinance or Law including Increased Cost of Construction and Demolition
  - Contractor's Equipment Coverage
  - Debris Removal Coverage
  - Covered Property In Transit
  - Personal Property of Others/Officers/Employees
  - Off Premises Services Interruption including Extra Expense
  - Vehicle Damage
- Newly Acquired Property Coverage - 120 days $25,000,000
- Earthquake, Volcanic Eruption- Aggregate Any One Policy Year $10,000,000
- Flood- Aggregate Any One Policy Year $25,000,000

  *Note Flood Zones A and V are excluded
- Terrorism $500,000,000
- Pollution Liability included
- Boiler And Machinery Coverage- Any One Occurrence $200,000,000

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

Deductibles

Optional increased deductible quotations are available upon request.

- $250,000 Property Deductible Per Occurrence
- $350,000 Property Deductible Per Occurrence- Windstorm / Hail
- $1,000 Boiler / Machinery Deductible per Occurrence
- $10,000 Terrorism Deductible Per Occurrence
- $50,000 Flood, Earthquake and Pollution

General Liability

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

School Board Legal Liability

- Claims-Made Form
- $1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Errors And Omissions Liability including Educational Errors And Omissions
- Employment Practices Liability
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- *Unlimited Prior Acts / No retroactive date included
- $25,000 legal costs for IEP administrative hearings
- $10,000 Deductible

  *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Employee Benefit Liability

- Claims Made Form
- Unlimited Prior Acts / No retroactive date included

  *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Automobile Liability

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

Automobile Physical Damage

- Actual Cash Value
- $1,000 Deductible
- Vehicle additions / deletions / changes must be reported to OSIG

  No charge for vehicles added/deleted during the policy term.
- Please refer to the attached schedule of vehicles.

Crime

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

Cyber Liability

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

Deadly Weapon Protection

- Claims Made Form
- $500,000 Limit Per Occurrence
- $2,500,000 Annual Aggregate
- $10,000 Deductible
- Must notify OSIG within 90 days of receiving notice of a covered accident

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

OSIG Oklahoma Schools Insurance Group

Property Schedule

Report Printed: 05/22/2024 02:14 pm

Owasso Independent Schools

Location	Occupied As	Bldg Value	Contents Val
101 East 96th St. No.	Bailey Elementary Main Building	$13,524,310	$1,917,778
101 East 96th St. No.	Classroom Addition	$1,175,688	$150,993
101 East 96th St. No.	Parking lot lights	$15,643	
12301 East 91st St. N	Hayward Smith Elementary Main building	$16,053,810	$1,605,381
12301 East 91st St. N	Parking lot lights	$15,643	
12301 N 132nd E Ave	Morrow Elementary Main Building	$22,416,261	$2,241,626
12301 N 132nd E Ave	Sign	$37,750	
12901 East 86th St.	Artificial turf in Multi-Pur Bldg	$432,000	
12901 East 86th St.	Baseball Concessions	$171,827	$34,895
12901 East 86th St.	Baseball field artificial turf	$1,591,416	
12901 East 86th St.	Baseball field dugouts	$11,430	
12901 East 86th St.	Baseball field fence	$50,538	
12901 East 86th St.	Baseball field lights	$123,937	
12901 East 86th St.	Baseball field scoreboard	$9,928	
12901 East 86th St.	Baseball Hitting Canopy	$88,475	
12901 East 86th St.	Baseball locker rooms	$813,312	$93,970
12901 East 86th St.	Baseball stadium w/press box	$26,472	
12901 East 86th St.	Baseball weight room	$180,491	$25,268
12901 East 86th St.	Fieldhouse	$1,891,218	$268,157
12901 East 86th St.	Football Field Artificial Turf	$1,147,709	
12901 East 86th St.	Girls Softball Stadium, inc-press box/bleachers/dugout/6 Light poles with lights/scoreboard/fence/concession stand/restrooms	$656,574	
12901 East 86th St.	Gym Scoreboard	$121,530	
12901 East 86th St.	High School Main Bldg w/Gym & Auditoriu	$71,679,230	$8,400,877
12901 East 86th St.	Marquee	$54,147	
12901 East 86th St.	Multi Purpose Building	$5,138,569	$513,857
12901 East 86th St.	New Parking Lot Lights	$16,894	
12901 East 86th St.	New Stad Concession Stand	$451,226	$90,245
12901 East 86th St.	New Vo Ag Building	$1,896,030	$231,463
12901 East 86th St.	Owasso Stadium	$4,804,125	
12901 East 86th St.	Practice Gym	$3,726,400	$372,640
12901 East 86th St.	Softball field turf	$664,259	
12901 East 86th St.	Softball Hitting Canopy	$29,492	
12901 East 86th St.	Softball locker rooms	$813,312	$93,970
12901 East 86th St.	Stadium fence	$117,968	
12901 East 86th St.	Stadium lights	$125,046	
12901 East 86th St.	Stadium parking lot lights	$42,234	
12901 East 86th St.	Stadium Press box	$93,855	
12901 East 86th St.	Stadium restrooms 2@	$240,654	
12901 East 86th St.	Stadium ticket booths	$31,285	
12901 East 86th St.	Stadium Video Tron Scoreboard System	$1,215,065	
12901 East 86th St.	Stadium west lot lights	$56,554	
12901 East 86th St.	Track & Soccer Building	$1,638,252	$238,362
12901 East 86th St.	Track building	$131,757	$26,472
12901 East 86th St.	Track Infield artificial turf	$1,951,951	
12901 East 86th St.	Track w/ bleachers & fence	$131,157	
12901 East 86th St.	Vo-ag show barn	$1,201,968	$120,197
12901 East 86th St.	Wellness Center	$9,602,083	$960,208
1309 N. Main Street	Enrollment Center/Technology	$1,500,000	$500,000
13650 E. 103rd St.	Classroom Addition	$3,173,400	$581,007
13650 E. 103rd St.	Northeast Elementary Main Building	$13,183,730	$1,473,374
13650 E. 103rd St.	Parking Lot Lights	$25,028	

Owasso Independent Schools

Location	Occupied As	Bldg Value	Contents Val
13901 East 86th St.	8th Grade Center Main Bldg w/Gym	$16,287,775	$2,396,541
13901 East 86th St.	Media Center & Admin	$2,817,600	$321,789
13901 East 86th St.	New Gymnasioum	$4,578,000	$609,656
13901 East 86th St.	Parking lot lights & poles	$9,386	
13901 East 86th St.	Tennis Courts	$715,080	
14500 East 86th St.	Classroom Addition	$1,019,616	$159,519
14500 East 86th St.	Pamela Hodson Elementary Main Building	$14,721,727	$1,785,336
14500 East 86th St.	Parking lot lights	$15,643	
14500 East 86th St.	Portable classroom	$192,042	$38,408
1500 No. Ash	Ator Heights Elem Main Building w/gym	$9,202,478	$1,373,795
1500 No. Ash	Classroom Addition	$2,557,772	$354,339
1500 No. Ash	Gymnasium	$2,826,600	$282,660
1500 No. Ash	Outside walk-in freezer	$19,630	$9,024
1501 No. Ash	Administration Building	$6,497,650	$430,582
202 East Broadway	Kindergarten building	$393,168	$0
202 East Broadway	New Gymnasium	$1,325,668	$132,567
202 East Broadway	Ram Academy Main Build, Media Center	$8,587,040	$908,827
301 East 1st St.	Transportation Building Office & shop	$636,660	$121,473
501 E. 2nd Ave	Plant Operations Building	$5,629,719	$783,843
501 E. 2nd Ave	Plant Operations Metal Building	$8,122	$1,203
7305 No 177th E Ave.	Stone Canyon Elementary Main Building	$23,055,060	$3,334,773
7809 E. 76th St. No.	Barnes Elementary Main Building	$20,876,640	$2,446,679
7809 E. 76th St. No.	Marquee Sign	$25,028	
7809 E. 76th St. No.	Parking lot lights	$67,503	
8101 No. 129th E. Av	6th Grade Center Main Building w/gym	$19,970,280	$2,452,691
8101 No. 129th E. Av	Classroom Addition	$883,500	$108,351
8101 No. 129th E. Av	Parking lot lights	$25,028	
8200 No. 124th E. Av	Canopy	$31,285	
8200 No. 124th E. Av	Classroom Addition	$1,714,875	$171,488
8200 No. 124th E. Av	Mills Elementary Main Building w/gym	$12,367,140	$1,612,098
8200 No. 124th E. Av	Parking lot lights	$15,041	
86th St. No. & Main	7th Grade Center Main Building	$14,583,210	$2,182,106
86th St. No. & Main	Ator Field Football Stadium	$1,375,920	
86th St. No. & Main	Classroom Addition	$5,146,880	$705,460
86th St. No. & Main	Commons Add - Science Lab	$4,264,360	$754,048
86th St. No. & Main	District Woodshop	$559,515	$109,564
86th St. No. & Main	Field House	$1,093,223	$218,644
86th St. No. & Main	Frame Storage Building	$90,245	$0
86th St. No. & Main	Frame Storage Building	$90,245	$0
86th St. No. & Main	New Band Building	$1,071,792	$111,113
86th St. No. & Main	Parking lot lights @ band room	$6,257	
86th St. No. & Main	Stadium concession stand	$60,644	$1,415
86th St. No. & Main	Stadium dressing room	$60,524	
86th St. No. & Main	Stadium lights	$108,294	
86th St. No. & Main	Stadium restrooms	$15,162	
86th St. No. & Main	Stadium scoreboard	$24,716	
8800 No. 129th E. Av	High School West Campus	$31,412,320	$3,460,829
8800 No. 129th E. Av	Parking lot lights	$25,028	
		$401,352,724	$47,319,561

Floater Limi	$550,000	Auto Values:	$10,828,331
EDP Limit:	$1,675,000	Total Values:	$462,725,616
Extra Expense Limit	$1,000,000		

OSIG Oklahoma Schools Insurance Group

Auto Schedule

Report Printed: 05/22/2024 02:15 pm

Owasso Independent Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
1	1991	WWW 16'	Horse Trailer		11WES1622MW179502	$2,000
2	2001	WWW 16'	Stock Trailer		11WES14221W262135	$5,000
3	1997	Ford	F350 Pickup		1FTJW35FXVEC28809	$2,000
4	2000	Chevy	C2500 Pickup		1GCGC24R1YR193468	$7,000
5	2003	Chevy	K3500 Pickup		1GCJK33103F116305	$10,000
6	2003	Alumline	Stock Trailer		1A9LG212932241007	$3,000
7	2004	Chevy	Colorado Pickup		1GCCS14864814394	$8,000
8	2005	International	Bus	27	4DRBUAAL35B978379	$24,000
9	2003	Lowes	8' Trailer w/Welder		VOAG01	$600
10	1982	Thomas	Trailer		OPS001	$1,500
11	1982	Thomas	Trailer		OPS002	$1,500
12	1992	Thomas	Trailer		OPS003	$2,000
13	2004	Home Made	Trailer		OPSJD001	$4,000
14	2003	Home Made	Trailer		OPSJD002	$5,000
15	2000	MAH	Trailer w/Welder		OPSJD003	$4,000
16	2006	Chevy	Suburban		2GKEC16ZB6J144279	$18,000
17	2007	Kentucky	Band Trailer		1KKVE532X7L224246	$34,000
18	2008	Chevy	Suburban		3GNFC16J68G226646	$20,000
19	2008	Chevy	Suburban		3GNFC16J18G224271	$20,000
20	2007	Chevy	Malibu		1G1ZS58F37F308254	$6,000
21	2008	Ford	F250 Vo-Ag Pickup		1FTSW21R18EB47961	$25,000
22	2009	Texas Bragg	Dump Trailer		17XFD122X81087087	$5,000
23	2006	Freightliner	Sprinter Van		W12240641625395058	$7,000
24	2010	Cimmaron	Lonestar Trailer		5PASG2425AC006745	$18,000
25	2011	International	Bus	71	4DRBUAAN7BB315152	$60,000
26	2011	International	Bus	71	4DRBUAAN0BB315154	$60,000
27	2010	International	Bus	71	4DRBUAAL7AB244273	$60,000
28	2011	International	Bus	71	4DRBUAANXBB315159	$60,000
29	2011	International	Bus	71	4D4BUAAN8BB315161	$60,000
30	2011	International	Bus	71	4DRBUAAN4BB315156	$60,000
31	2011	International	Bus	71	4DRBUAAN6BB315160	$60,000
32	2011	International	Bus	71	4DRBUAAN9BB315153	$60,000
33	2011	International	Bus	71	4DRBUAAN6BB315157	$60,000
34	2010	Chevy	Suburban		1GNUCHE06AR126500	$24,000
35	2010	Ford	F150 Pickup		1FTEW1E80AFB24177	$21,000
36	2010	Miller Time	Trailer		1M9BU102XAN631926	$3,000
37	2012	International	Bus	48	4DRBUAAN1CB537073	$71,000
38	2011	Lonestar	Trailer		5PASG2420BC007206	$18,000
39	2011	Starlight	Trailer		13YFS1826BC115721	$2,000
40	2001	Great Dane	Band Trailer		1GRAA06251B126313	$15,000
41	2012	Chevy	Express Van		1GC5GAFX2C1172186	$14,000
42	2013	International	Bus	71	4DRBUAANXDB297944	$60,000
43	2013	International	Bus	71	4DRBUAAN6DB297939	$60,000
44	2013	International	Bus	71	4DRBUAAN6DB297942	$60,000
45	2013	International	Bus	71	4DRBUAAN4DB297941	$60,000
46	2013	International	Bus	71	4DRBUAAN2DB297940	$60,000
47	2013	Interstate	14' Box Trailer		4RACS1423DC036808	$3,000
48	2013	Ford	F350 Van Food Truck		1FDWE3FL3DDA91306	$25,000
49	2013	Ford	F150 Pickup		1FTFWIEF8DKF57325	$24,000
50	2013	Starlight	Trailer		13YFS1826DC119027	$2,000
51	2014	Chevy	Suburban		1GNSKJE7XER193606	$36,000
52	2014	Chevy	Pickup		1GCRCTEC9EZ172329	$19,000

Owasso Independent Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
53	2013	International	Bus	71	4DRBUAANQDB297967	$64,000
54	2013	International	Bus	71	4DRBUAANQDB297966	$64,000
55	2014	Chevy	Suburban		1GNSC5EOGER193545	$36,000
56	2014	International	Bus	71	4DRBUC8NXFB659694	$77,000
57	2014	International	Bus	71	4DRBUC8N3FB659696	$77,000
58	2014	International	Bus	71	4DRBUC8N8FB659693	$77,000
59	2014	International	Bus	71	4DRBUC8N1FB659695	$77,000
60	2014	Thomas	Bus	71	4UZABRDTXFCGK5633	$77,000
61	2014	Thomas	Bus	71	4UZABRDT1FCGK5634	$77,000
62	2014	Thomas	Bus	71	4UZABRDT3FCGK5635	$77,000
63	2014	Thomas	Bus	71	4UZABRDT5FCGK5636	$77,000
64	2008	Ford	Pickup		2FTSW21528EE527371	$13,000
65	1997	Concession	Trailer		C71627V	$5,000
66	2005	Northwest	Trailer		TA9LG212932241007	$20,000
67	2013	Lowes	6x12 Trailer		4YMVL1218DT007073	$1,400
68	2012	Lowes	4x60 Trailer		4YMVL0618CT019601	$600
69	2016	Thomas	Bus	77	4UZABRDT5GCHF5686	$72,000
70	2016	Thomas	Bus	77	4UZABRDT3GCHF5685	$72,000
71	2016	International	Bus-Special Ed	28	4DRBUC8L5GB128628	$82,000
72	2016	International	Bus	77	4DRBUC8N1GB128630	$72,000
73	2015	Showstar	Stock Model Trailer		5PASB1626GC009619	$18,000
74	2016	Thomas	Special Ed Bus	24	4UZABRDT0GCHF5837	$79,000
75	2017	Thomas	Bus	71	4UZABRDT0HCHS5789	$77,000
76	2017	Thomas	Bus	71	4UZABRDT7HCHS5790	$77,000
77	2017	Thomas	Bus	71	4UZABRDT9HCHS5791	$77,000
78	2017	Thomas	Bus	71	4UZABRDT0HCHS5792	$77,000
79	2017	International	Bus	71	4DRBUC8N8HB659342	$71,000
80	2017	International	Bus	71	4DRBUC8NXHB659343	$71,000
81	2017	International	Bus	71	4DRBUC8N1HB659344	$71,000
82	2017	International	Bus	71	4DRBUC8N3HB659345	$71,000
83	2017	International	Bus	71	4DRBUC8N5HB659346	$71,000
84	2017	International	Bus	71	4DRBUC8N8HB485997	$71,000
85	2017	International	Bus	71	4DRBUC8N6HB485996	$71,000
86	2017	International	Bus	30	4DRBUC8N6HB659341	$84,000
87	2016	Collins	Special Ed Bus	16	1GB3GSBG2G1293990	$57,000
88	2016	Collins	Special Ed Bus	14	1GB3GSBG2G1254087	$52,000
89	2017	Thomas	Bus	46	1T7Y84E20H1106227	$148,000
90	2017	Thomas	Bus	46	1T7Y84E22H1106228	$148,000
91	2017	Thomas	Bus	46	1T7Y84E25H1106885	$148,000
92	2016	Chevy	Impala		2G1WA5E39G1139087	$17,000
93	2017	Chevy	Suburban		1GNSCKEC9HR128962	$38,000
94	2017	Chevy Express	Van	8	1GNWGFFG8H1121675	$27,000
95	2016	Collins	Bus	14	1GB3GSBG9G1290827	$53,000
96	2013	International	Bus	71	4DRBUAAN8DB297943	$60,000
97	2017	Ford F250	Pickup		1FT7W2BT3HEC30212	$44,000
98	2017	Collins	Bus	14	1GB3GRBG9H1221369	$55,000
99	2017	Thomas	Bus	71	4UZABRFC4JCJG3942	$80,000
100	2017	Thomas	Bus	71	4UZABRFC6JCJG3943	$80,000
101	2018	Chevy	Suburban		1GNSCKEC7JR226698	$39,000
102	2011	Ford	F250 Pickup		1FT7W2BT1BEC05753	$28,000
103	2018	Ford	F250 Pickup		1FT7W2B64JEC24290	$70,000
104	2018	International	Bus	77	4DRBUC8N9KB36602	$85,000
105	2018	International	Bus	77	4DRBUC8N7KB366203	$85,000
106	2018	International	Bus	77	4DRBUC8N0KB366204	$85,000
107	2018	International	Bus	77	4DRBUC8N1KB147283	$85,000
108	2018	Collins	Bus	14	1GB3GSBG1G129998	$65,000
109	2018	Nissan	NV200 Cargo Van		3N6CM0KN6JK693691	$19,000
110	2018	Nissan	NV2500 Cargo Van		1N6AF0LY8JN807985	$33,000
111	2018	Nissan	Rogue SUV		KNMAT2MV3JP586344	$23,000

Owasso Independent Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
112	2019	Thomas	Bus	53	4UZABPFD1KCJZ3709	$89,000
113	2019	Thomas	Bus	53	4UZABPFD3KCJZ3713	$81,000
114	2019	Thomas	Bus	71	4UZABRFC8KCKT8471	$86,000
115	2019	Thomas	Bus	71	4UZABRFCXKCKT8472	$86,000
116	2019	Thomas	Bus	71	4UZABRFC1KCKT8473	$86,000
117	2019	Thomas	Bus	71	4UZABRFC3KCKT8474	$86,000
118	2016	Chevy	Silverado		1GC1KUEGXGF229353	$36,850
119	2016	Chevy	Silverado		1GC1KUEG1GF264024	$36,850
120	2019	Chevy	Suburban		1GNSCKEC6KR194540	$40,000
121	2019	Chevy	Suburban		1GNSCKEC0KR194534	$40,000
122	2018	Chevy	Box Truck W/Lift		1HA3GTCG1JN010183	$38,000
123	2018	Collins	Bus	14	3C7WRVKG4JE112285	$86,000
124	2018	Collins	Bus	14	1GB3GRBG2J1288627	$69,000
125	2018	Collins	Bus	14	1GB3GRBG9J1287135	$69,000
126	2020	Thomas	Bus	71	4UZABRFC9LCLJ5494	$89,000
127	2020	Thomas	Bus	71	4UZABRFC0LCLJ5495	$89,000
128	2020	Thomas	Bus	71	4UZABRFC2LCLJ5496	$89,000
129	2020	International	Bus	71	4DRBUPWNXLB172629	$90,000
130	2020	International	Bus	71	4DRBUC8N2LB252366	$90,000
131	2020	International	Bus	71	4DRBUC8N4LB252367	$90,000
132	2019	Ford	F150 Pickup		1FTEW1E55kkE52581	$34,229
133	2021	International	Bus	71	4DRBUC8N2MB324684	$90,816
134	2021	International	Special Ed Bus	27	4DRBUC8N8MB272722	$105,585
135	1999	Flatbed	Trailer		40HC51824W56013	$3,000
136	2002	Chevy	K2500 Pickup		1GCHK29U72E216576	$8,000
137	2002	Chevy	Suburban		1GNEC16Z92J319751	$8,000
138	2020	International		71	4DRBUC8N1MB212975	$93,000
139	2020	International	Bus	71	4DRBUC8N8MB212973	$93,000
140	2020	International	Bus	71	4DRBUC8N2MB212970	$93,000
141	2020	International	Bus	71	4DRBUC8N6MB212972	$93,000
142	2020	International	Bus	71	4DRBUC8N4MB212971	$93,000
143	2020	International	Bus	71	4DRBUC8N4MB212968	$93,000
144	2020	International	Bus	71	4DRBUC8N3MB212976	$93,000
145	2020	International	Bus	71	4DRBUC8NXMB212974	$93,000
146	2020	International	Bus	71	4DRBUC8N5MB212977	$93,000
147	2020	International	Bus	71	4DRBUC8N6MB212969	$93,000
148	2022	International	Bus	71	4DRBUC8N9NB6626763	$106,500
149	2022	International	Bus	71	4DRBUC8N0NB662764	$108,500
150	2021	Dodge	RAM-1500 Tradesman		3C6RR7KT0MG587693	$35,100
151	2021	Chevy	Suburban		1GNSKBKD0MR374132	$48,300
152	2021	Chevy	Suburban		1GNSCAED1MR358654	$42,800
153	2021	Ram	Promaster Van		3C6MRVJG4ME514552	$46,945
154	2020	Collins	Bus	14	1GB3GSBG7L1267055	$63,243
155	2021	Ford	F150 Pickup		1FTFW1E50MFB02520	$34,539
156	2021	Ford	F150		1FTFW1E56MFB95785	$39,935
157	2022	International	IC Bus	71	4DRBUC8N8NB260815	$93,990
158	2022	International	IC Bus	71	4DRBUC8N6NB260814	$93,990
159	2022	International	Special Ed Bus w/lift	35	4DRBUC8N1NB260803	$108,091
160	2022	Chevy	Express Box Truck		1HA3GTC79NN000345	$41,839
161	2007	Chevy	Pickup		3GCEK13M07G543228	$11,000
162	2005	International	Bus	56	4DRBUAA968250048	$15,000
163	2003	Ford	Econoline Food Truck		1FDWE35L24HA24870	$3,000
164	2005	Chevy	Malibu		1G1ZS52F95F148158	$7,000
165	2007	Lufkin	53' Dry Van Trailer		1L01A532671165049	$22,000
166	2024	International	Bus	71	4DRBUC8NXR3178638	$108,823
167	2024	International	Bus	71	4DRBUC8N1RB178639	$108,823
168	2024	International	Bus	71	4DR80C8N8RB178640	$108,823
169	2024	International	Bus	71	4DRBUC8NXRB178641	$108,823
170	2024	International	Bus	71	4DR80C8N1R8178642	$108,823

Owasso Independent Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
171	2023	Collins	Mini Bus	14	1GB3GSB76P1105164	$98,000
172	2024	International	Special Ed Bus w/Lift	35	DRBUC8N4RB591039	$124,728
173	2022	Ford	F350 Super-Duty Flatbed		1FD8W3HN2NEF89349	$55,166
174	2024	International	Bus	71	4DRBUC8N5RB649191	$115,000
175	2024	International	Bus	71	4DRBUC8N7RB649192	$115,000
176	2024	International	Bus	71	4DRBUC8N9RB649193	$115,000
177	2024	International	Bus	71	4DRBUC8N3RB649190	$115,000
178	2024	International	Bus	71	4DRBUC8N8RB178640	$115,000
179	2023	Ford	F350 Pickup		1FT8W3DT2PED25205	$67,441
180	2019	Volvo	Tractor Truck Semi w/sl		4V4NC9EH6KN905465	$86,000
181	2023	Ford	F250 4x4 Pickup		1FT7X2BA2PED29680	$49,447
182	2024	International	Activity Bus	71	4DRBUC8N8RB040810	$163,757
183	2024	International	Activity Bus	71	4DRBUC8NXRB040811	$163,757
184	2023	Collins	Activity Bus w/wrap	14	1HA6GUB73PN015012	$123,474
185	2024	International	Special Ed Bus	24	4DRBUCAN2RB649195	$131,744

Total Value of All Autos for Owasso Independent Schools: $10,828,331

Overview

Background

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

OSIG obtained approval to operate from the Oklahoma Attorney General on June 28, 2001. Effective July 1, 2002, OSIG began full operation by providing its member districts with **broad insurance coverage through "A" rated insurance carriers and professional risk** management services. Over the past 22 years, OSIG's membership has grown to 538 and the program insures more than $28.5 Billion in school property across Oklahoma.

Structure

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

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

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

OSIG has contracted with Arthur J. Gallagher Risk Management Services, Inc in Tulsa to administer the program. Gallagher is one of the largest insurance brokers in the world and manages programs similar to OSIG across the country.

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

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

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

Financial Strength

OSIG is financially strong and we have the funds (cash) we need to pay your claims. OSIG has returned more than $9 million to our members over the years as distributions. Surplus at year ended 6/30/23 was more than $6.4 million and our assets were more than $46.7 million.

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

The financial condition of an insurance group should be of utmost importance to you when choosing an insurance partner for your district.

Statement of Net Assets	
As of 6/30/23	
Cash	$ 37,364,915
Other Assets	$ 9,417,966
Total Assets	$ 46,782,881
Total Liabilities	$ 40,333,906
Total Net Assets/Surplus	$ 6,448,975

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

Important Plan Information

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

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

Actuarial Review

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

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

Procedure to Renew Coverage

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

The signed Resolution by the member's Board of Education and return to OSIG in order to bind coverage effective 07/01/2024.

Payment Terms

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

Installment #1	1/3 of total	due 7/1/24
Installment #2	1/3 of total	due 8/1/24
Installment #3	1/3 of total	due 9/1/24

A 25% minimum earned premium applies.

Risk Management And Loss Control Tools

- Onsite Safety Inspections
- Onsite Appraisals
- StopIt Anonymous Incident Reporting Mobile App & Web App
- Risk Management focused website www.osig.org
- Vector Solutions - Professional Development Training Platform:
  - Free of charge to all members of OSIG
  - Online 24/7 access to training
  - Training modules include:
    - Child Sexual Abuse Prevention Training
    - School Bus Driver Training
    - Safety & Compliance Training
- Beazley & Lodestone Cyber Portal
- Helix Intel
- HSB Water & Temperature Monitoring Devices - Pilot Program

OSIG Oklahoma Schools Insurance Group

Resolution of Owasso Independent Schools to Join Oklahoma Schools Insurance Group

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

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

Whereas, OSIG has provided to the District a Plan Document which includes a quotation for certain insurance coverages for the 2024-2025 plan year; and

Whereas, the quotation is acceptable to the District;

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

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

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

Date: _____

Owasso Independent Schools By:

_____
President, Board of Education

Attest:

_____
Clerk, Board of Education

Owasso Public Schools Proposed Effective 7-1-24 through 6-30-25

Support Salary Scales

Fiscal Year 2024-25

step	board clerk admin asst (annual)	twelve month specialist (hourly)	twelve month admin asst (hourly)	ten month admin asst (hourly)	health aide (hourly)	para 1 teaching assistant (hourly	para 2 severe/ profound (hourly)	**SLPA asst assoc degree (hourly)**	**SLPA asst bach degree (hourly)**	technology specialist (annual)	technology technician (hourly)	**Security Officer (hourly)**	supervisor maintenance custodial (annual)	custodian (hourly)	maintenance warehouse (hourly)
0	36,659	18.75	14.50	13.65	14.05	14.05	15.05	**20.55**	**24.00**	45,368	17.70	**19.20**	35,256	13.20	15.75
1	37,302	19.10	14.75	13.90	14.25	14.25	15.25	**20.80**	**24.25**	46,368	17.95	**19.50**	35,776	13.45	16.00
2	37,945	19.45	15.00	14.15	14.45	14.45	15.45	**21.05**	**24.50**	47,368	18.20	**19.80**	36,296	13.70	16.25
3	38,588	19.80	15.25	14.40	14.65	14.65	15.65	**21.30**	**24.75**	48,368	18.45	**20.10**	36,816	13.95	16.55
4	39,231	20.15	15.50	14.65	14.85	14.85	15.85	**21.55**	**25.00**	49,368	18.70	**20.40**	37,336	14.20	16.75
5	40,057	20.60	15.85	15.00	15.15	15.15	16.15	**21.90**	**25.35**	50,551	19.05	**20.80**	38,064	14.55	17.10
6	40,792	21.00	16.15	15.30	15.40	15.40	16.40	**22.25**	**25.70**	51,551	19.38	**21.10**	38,688	14.85	17.40
7	41,527	21.40	16.45	15.60	15.65	15.65	16.65	**22.50**	**25.95**	52,551	19.65	**21.40**	39,312	15.15	17.70
8	42,262	21.80	16.75	15.90	15.90	15.90	16.90	**22.80**	**26.25**	53,551	19.95	**21.70**	39,936	15.45	18.00
9	42,997	22.20	17.05	16.20	16.15	16.15	17.15	**23.10**	**26.55**	54,551	20.25	**22.00**	40,560	15.75	18.30
10	43,916	22.70	17.26	16.60	16.50	16.50	17.50	**23.50**	**26.95**	55,735	20.65	**22.40**	41,392	16.15	18.70
11	44,743	23.15	17.80	16.95	16.80	16.80	17.80	**23.85**	**27.30**	56,735	21.00	**22.70**	42,120	16.50	19.05
12	45,570	23.60	18.15	17.30	17.10	17.10	18.10	**24.20**	**27.65**	57,735	21.35	**23.00**	42,848	16.85	19.40
13	46,397	24.05	18.50	17.60	17.40	17.40	18.40	**24.55**	**28.00**	58,735	21.70	**23.30**	43,576	17.20	19.75
14	47,224	24.50	18.85	18.00	17.70	17.70	18.70	**24.85**	**28.30**	59,735	22.00	**23.60**	44,304	17.55	20.10
15	48,051	24.95	19.20	18.35	18.00	18.00	19.00	**25.25**	**28.70**	60,735	22.40	**24.00**	44,928	17.90	20.40
16	49,062	25.50	19.65	18.80	18.40	18.40	19.40	**25.70**	**29.15**	61,919	22.85	**24.50**	45,968	18.35	20.90
17	49,888	25.95	20.00	19.15	18.70	18.70	19.70	**26.05**	**29.50**	62,919	23.20	**25.00**	46,696	18.70	21.25
18	50,715	26.40	20.35	19.50	19.00	19.00	20.00	**26.40**	**29.85**	63,919	23.55	**25.50**	47,424	19.05	21.60
19	51,542	26.85	20.70	19.85	19.30	19.30	20.30	**26.75**	**30.20**	64,919	23.90	**26.00**	48,152	19.40	21.95
20	52,369	27.30	21.05	20.20	19.60	19.60	20.60	**27.10**	**30.55**	65,919	24.25	**26.50**	48,880	19.75	22.30
21	53,196	27.75	21.40	20.55	19.90	19.90	20.90	**27.45**	**30.90**	66,919	24.60	**27.00**	49,608	20.10	22.65
22	54,023	28.20	21.75	20.90	20.20	20.20	21.20	**27.80**	**31.25**	67,919	24.95	**27.50**	50,336	20.45	23.00
23	54,850	28.65	22.10	21.25	20.50	20.50	21.50	**28.15**	**31.60**	68,919	25.30	**28.00**	51,064	20.80	23.35
24	55,677	29.10	22.45	21.60	20.80	20.80	21.80	**28.50**	**31.95**	69,919	25.65	**28.50**	51,792	21.05	23.70
25	56,504	29.55	22.80	21.95	21.10	21.10	22.10	**28.85**	**32.30**	70,919	26.00	**29.00**	52,520	21.50	24.05
26	57,331	30.00	23.15	22.30	21.40	21.40	22.40	**29.20**	**32.65**	71,919	26.35	**29.50**	53,248	21.85	24.40
27	**58,434**	**30.60**	**23.60**	**22.75**	**21.80**	**21.80**	**22.80**	**29.55**	**33.00**	**73,019**	**26.80**	**30.00**	**54,148**	**22.30**	**24.85**
28	**59,536**	**31.20**	**24.05**	**23.20**	**22.20**	**22.20**	**23.20**	**29.90**	**33.35**	**74,119**	**27.25**	**30.50**	**55,048**	**22.75**	**25.30**
days per year	245	245	245	varies	176	176	176	176	176	245	245	245	260	260	260
hours /day	7.5	7.5	7.5	7.0	7.0	7.0	7.0	7.0	7.0	7.5	8.0	8.0	8.0	8.0	8.0

Owasso Public Schools

Support Salary Scales

Fiscal Year 2024-25

Transportation

Proposed

Effective 7-1-24 through 6-30-25

step	mechanic I (hourly)	mechanic II (hourly)	**bus driver (hourly)**	bus aide (hourly)	crossing guard (hourly)
0	15.95	17.95	**17.05**	12.00	13.35
1	16.20	18.20	**17.30**	12.20	13.50
2	16.45	18.45	**17.55**	12.40	13.75
3	16.70	18.70	**17.80**	12.60	13.95
4	16.95	18.95	**18.05**	12.80	14.15
5	17.30	19.30	**18.40**	13.10	14.45
6	17.60	19.60	**18.75**	13.35	14.70
7	17.90	19.90	**19.10**	13.60	14.95
8	18.20	20.20	**19.45**	13.85	15.20
9	18.50	20.50	**19.80**	14.10	15.45
10	18.90	20.90	**20.25**	14.45	15.80
11	19.25	21.25	**20.65**	14.75	16.10
12	19.60	21.60	**21.05**	15.05	16.40
13	19.95	21.95	**21.45**	15.35	16.70
14	20.30	22.30	**21.85**	15.65	17.00
15	20.65	22.65	**22.25**	15.95	17.30
16	21.10	23.10	**22.75**	16.35	17.70
17	21.45	23.45	**23.15**	16.65	18.00
18	21.80	23.80	**23.55**	16.95	18.30
19	22.05	24.15	**23.95**	17.25	18.60
20	22.50	24.50	**24.35**	17.55	18.90
21	22.85	24.85	**24.75**	17.85	19.20
22	23.20	25.20	**25.15**	18.15	19.50
23	23.55	25.55	**25.55**	18.45	19.80
24	23.90	25.90	**25.95**	18.75	20.10
25	24.25	26.25	**26.35**	19.05	20.40
26	24.60	26.60	**26.75**	19.35	20.70
27	**25.05**	**27.05**	**27.25**	**19.75**	**21.10**
28	**25.50**	**27.50**	**27.55**	**20.15**	**21.50**
days/year	260	260	173	173	173
hours/day	8.0	8.0	varies	varies	varies

Owasso Public Schools Proposed effective 7-1-24 thru 6-30-25

Support Salary Scales

Fiscal Year 2024-25

Child Nutrition

step	category 1 food service worker/cashier (hourly)	category 3 cook/production (hourly)	category 4 manager in training (hourly)	category 5 manager elementary satellite (hourly)	category 5 manager secondary satellite (hourly)	category 5 manager full production (hourly)	category 5 manager elementary contained (hourly)	category 6 van driver warehouse 10 month (hourly)	category 6 maintenance/ varehouse/driver 12 month (hourly)
0	11.70	11.95	13.20	14.20	15.20	16.20	15.70	13.20	14.70
1	11.99	12.24	13.53	14.55	15.58	16.60	16.09	13.53	15.06
2	12.28	12.54	13.86	14.91	15.96	17.01	16.48	13.86	15.43
3	12.58	12.85	14.20	15.28	16.35	17.43	16.89	14.20	15.81
4	12.89	13.17	14.55	15.65	16.76	17.86	17.31	14.55	16.21
5	13.31	13.59	15.01	16.14	17.27	18.40	17.84	15.01	16.71
6	13.64	13.93	15.38	16.54	17.70	18.86	18.28	15.38	17.12
7	13.97	14.27	15.75	16.94	18.13	19.32	18.72	15.75	17.54
8	14.31	14.62	16.14	17.36	18.58	19.79	19.19	16.14	17.97
9	14.66	14.97	16.54	17.78	19.03	20.28	19.66	16.54	18.41
10	15.12	15.44	17.04	18.32	19.60	20.88	20.24	17.04	18.96
11	15.42	15.74	17.37	18.68	19.99	21.29	20.64	17.37	19.33
12	15.72	16.05	17.71	19.05	20.38	21.71	21.04	17.71	19.71
13	16.02	16.36	18.06	19.42	20.78	22.13	21.46	18.06	20.10
14	16.33	16.68	18.41	19.80	21.18	22.57	21.88	18.41	20.49
15	16.65	17.01	18.77	20.19	21.60	23.01	22.31	18.77	20.89
16	17.08	17.44	19.24	20.68	22.12	23.57	22.84	19.24	21.40
17	17.41	17.78	19.62	21.09	22.56	24.03	23.29	19.62	21.82
18	17.75	18.12	20.00	21.50	23.00	24.50	23.75	20.00	22.25
19	18.09	18.48	20.39	21.92	23.45	24.98	24.21	20.39	22.68
20	18.44	18.83	20.79	22.35	23.91	25.47	24.69	20.79	23.13
21	18.71	19.11	21.09	22.67	24.26	25.84	25.05	21.09	23.47
22	18.99	19.39	21.40	23.01	24.61	26.22	25.42	21.40	23.81
23	19.27	19.67	21.71	23.35	24.96	26.60	25.79	21.71	24.15
24	19.55	19.95	22.02	23.69	25.31	26.98	26.16	22.02	24.49
25	19.83	20.23	22.33	24.03	25.66	27.36	26.53	22.33	24.83
26	20.11	20.51	22.64	24.37	26.01	27.74	26.90	22.64	25.17
27	**20.46**	**20.79**	**23.04**	**24.77**	**26.46**	**28.19**	**27.35**	**23.04**	**25.57**
28	**20.81**	**21.07**	**23.44**	**25.17**	**26.91**	**28.64**	**27.80**	**23.40**	**25.97**
days/year	175	175	178	178	178	178	178	176	260
hours/day	6.00	6.00	6.00	6.00	6.00	8.00	8.00	8.00	8.00

Owasso Public Schools

Support Salary Scales

Fiscal Year 2024-25 Proposed

Additional Scales - Part Time

step	Accompanist (hourly)	lunchroom monitor (hourly)
0	15.20	10.65
1	15.45	10.90
2	15.70	11.15
3	15.95	11.40
4	16.20	11.65
5	16.55	11.90
6	16.80	
7	17.05	
8	17.30	
9	**17.55**	

Owasso Public Schools **Administrative/Coordinator Salary Scales** **Fiscal Year 2024-25** Proposed

step	asst supt/ cfo	executive director	director	assistant director	principal high school	principal middle/ hs assoc	principal elementary	asst principal high school	asst principal middle	asst principal elementary	coordinator
0	96,826	89,537	84,615	70,285	89,026	76,761	74,953	69,744	67,380	64,889	68,204
1	97,906	90,607	85,705	73,279	90,091	77,821	76,023	70,804	68,440	65,949	69,264
2	99,418	91,988	86,991	74,358	91,465	78,977	77,147	71,843	69,426	66,903	70,292
3	101,247	93,389	88,310	75,448	92,860	80,153	78,292	72,892	70,433	67,868	71,341
4	102,507	94,823	89,640	76,560	94,277	81,351	79,447	73,963	71,461	68,854	72,401
5	105,094	97,278	92,002	78,693	96,725	83,570	81,635	76,055	73,511	70,850	74,483
6	106,704	98,755	93,387	79,838	98,195	84,810	82,844	77,168	74,571	71,868	75,657
7	108,345	100,253	94,793	81,004	99,686	86,072	84,064	78,291	75,662	72,906	76,842
8	110,019	101,783	96,237	82,203	101,209	87,354	85,316	79,436	76,758	73,956	78,048
9	111,726	103,345	97,681	83,413	102,753	88,658	86,578	80,602	77,878	75,026	79,285
10	114,454	105,929	100,164	85,645	105,329	90,994	88,873	82,800	80,012	77,118	81,555
11	116,214	107,534	101,679	86,898	106,938	92,340	90,189	84,008	81,178	78,231	82,825
12	118,007	109,182	103,216	88,174	108,567	93,718	91,527	85,238	82,365	79,365	84,116
13	119,821	110,851	104,774	89,471	110,228	95,117	92,886	86,489	83,563	80,510	85,429
14	122,759	112,552	106,366	90,800	111,911	96,548	94,266	87,761	84,793	81,676	86,762
15	123,569	114,275	107,979	92,141	113,626	97,990	95,678	89,054	86,033	82,874	88,150
16	126,480	117,040	110,625	94,515	116,383	100,474	98,112	91,379	88,008	85,082	90,525
17	128,435	118,827	112,303	95,899	118,162	101,968	99,567	92,714	89,587	86,312	91,933
18	130,422	120,646	114,004	97,316	119,961	103,495	101,055	94,082	90,902	87,563	93,352
19	132,453	122,497	115,737	98,766	121,804	105,053	102,563	95,470	92,227	88,835	94,803
20	133,571	123,605	116,865	99,894	122,906	106,150	103,671	96,567	93,324	89,932	97,309
21	135,644	125,488	118,631	101,376	124,770	107,740	105,201	97,977	94,659	91,225	98,369
22	136,941	126,683	119,757	102,330	125,958	108,757	106,193	98,897	95,546	92,077	99,293
23	138,250	127,890	120,895	103,293	127,157	109,785	107,195	99,826	96,442	92,938	100,226
24	140,051	129,558	122,472	104,728	128,815	111,221	108,597	101,134	97,706	94,158	101,618
25	**141,902**	**131,258**	**124,072**	**106,193**	**130,505**	**112,687**	**110,022**	**102,464**	**99,006**	**95,408**	**103,018**
contract days	245	245	245	245	245	210	210	200	200	200	245

administrators with 26 or more years of experience will receive a $1,700 stipend