

Crutcho Public Schools  
Special Meeting Agenda  
Tuesday, April 13, 2021  
Conference Room, Crutcho School Building, 2401 N. AIR DEPOT BLVD. , OKLAHOMA  
CITY, Oklahoma 73141  
1:15 PM

1:36 PM

1. CALL TO ORDER

2. ROLL CALL AND DETERMINATION OF QUORUM

A. Flag Salute

B. Prayer

3. PUBLIC EXPRESSIONS (Limited to three minutes per subject item)\*

4. SUPERINTENDENT'S REPORT

A. Introductions of Guests

B. Celebrations/ Students of the Month

1.

2nd Grade: Bray Flient

Virtual Middle School: De'Azyha Douglas

8th Grade: Darrius Dunkins

C. Financial

1. Treasurer's Report

**CRUTCHO PUBLIC SCHOOLS - 2020-21 FISCAL YEAR  
STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS - CASH BASIS  
MARCH 31, 2021**

<u>Assets</u>	<u>General</u>	<u>Building</u>	<u>Child Nutr.</u>	<u>Bond Funds</u>	<u>Gifts</u>	<u>Sinking</u>	<u>Totals</u>
Cash	\$ 515,489.78	45,133.67	53,503.52	(2,308.75)	10,099.32	672,648.16	1,294,565.70
<b>Total Assets</b>	<b>515,489.78</b>	<b>45,133.67</b>	<b>53,503.52</b>	<b>(2,308.75)</b>	<b>10,099.32</b>	<b>672,648.16</b>	<b>1,294,565.70</b>
<u>Liabilities</u>							
O/S Warrants	15,411.36	1,808.09	166.00				17,385.45
<b>Total Liabilities</b>	<b>15,411.36</b>	<b>1,808.09</b>	<b>166.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,385.45</b>
<b>Total Net Assets</b>	<b>500,078.42</b>	<b>43,325.58</b>	<b>53,337.52</b>	<b>(2,308.75)</b>	<b>10,099.32</b>	<b>672,648.16</b>	<b>1,277,180.25</b>
<u>Net Assets</u>							
June 30, 2020	\$ 462,310.88	113,812.18	25,659.96	71,595.60	22,104.04	314,227.09	

See Accountant's Compilation Report

## 2. Financial Report

GENERAL FUND

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
<b>July</b>	<b>454,622.3</b>	<b>625,177.32</b>	<b>827,458.14</b>	<b>945,114.43</b>		<b>514,155.23</b>	<b>304,862.57</b>
Payroll			38,266.84	37,076.19	47,483.34	57,963.86	82,975.90
Utilities			3,944.88	11,208.43	1,234.55	7,597.00	10,399.02
Copy Mach			1,738.76	1,744.2	2,044.41	661.83	661.83
Phones			856.96	1,651.85	740.25	1,058.12	1,054.27
<b>August</b>	<b>461,757.09</b>		<b>766,443.97</b>	<b>945,284.17</b>	<b>610,614.79</b>	<b>430,585.38</b>	<b>325,396.87</b>
Payroll			82,995.51	101,465.72	100,527.68	89,763.69	84,717.39
Utilities			12,901.30	6,817.74	13,391.90	10,311.32	523.78
Copy Mach			0.00	1,614.18	661.83	860.83	661.83
Phones			1,622.96	1,438.06	652.88	1,041.30	1059.03
<b>September</b>	<b>474,278.16</b>	<b>473,356.35</b>	<b>726,072.82</b>	<b>896,109.29</b>	<b>519,148.24</b>	<b>379,043.72</b>	<b>232,819.71</b>
Payroll			131,877.89	166,308.44	150,274.05	138,824.72	170,724.73
Utilities			8,303.11	8,391.93	\$9,134.06	8861.25	0.00
Copy Mach			1,818.79	1,942.69	\$1,021.17	1027.82	207.55
Phones			1,399.04	1,594.02	\$1,505.58	527.65	1,376.88
<b>October</b>	<b>458,557.69</b>	<b>532,147.19</b>	<b>687,980.84</b>	<b>795,029.13</b>	<b>456,654.45</b>	<b>299,872.29</b>	<b>169,299.53</b>
Payroll			134,804.64	168,827.16	145,594.18	138,107.96	164,232.51
Utilities			6,218.18	6,526.53	5,328.61	8,565.99	0.00
Copy Mach			2,005.97	2,046.87	661.83	661.83	1,323.66
Phones			1,903.55	2,286.86	1,901.49	3,527.17	1,038.90
<b>November</b>	<b>406,154.72</b>	<b>351,591.6</b>	<b>600,312.10</b>	<b>783,656.36</b>	<b>399,652.00</b>	<b>229,043.23</b>	<b>126,346.28</b>
Payroll			158,106.51	183,808.58	158,063.52	147,559.69	137,484.30
Utilities			3,484.54	3,325.38	812.64	5,178.49	0.00
Copy Mach			2,407.99	377.70	661.83	661.83	661.83
Phones			973.29	1,623.49	1,067.79	1,067.68	1,039.43
<b>December</b>	<b>251,929.98</b>	<b>445,536.36</b>	<b>664,527.24</b>	<b>814,163.78</b>	<b>474,316.71</b>	<b>351,007.07</b>	<b>193,026.60</b>
Payroll			134,406.14	233,192.85	164,592.91	211,647.94	139,034.30
Utilities			0.00	926.13	0.00	5,301.95	2,467.53
Copy Mach			0.00	1,636.28	661.83	1,646.83	728.01
Phones			971.31	1,865.26	1,067.68	1,344.33	2,449.13
<b>January</b>	<b>536,180.62</b>	<b>785,312.36</b>	<b>969,800.74</b>	<b>892,029.67</b>	<b>711,213.85</b>	<b>564,883.60</b>	<b>471,335.8</b>
Payroll			135,036.61	165,975.75	141,799.16	126,552.52	133,133.95
Utilities			6,712.01	8,716.10	0.00	10,920.84	6,119.03
Copy Mach			3,503.90	3,645.93	661.83	0.00	661.83
Phones			1,290.08	2,548.39	1,089.32	1,036.04	1,019.30
<b>February</b>	<b>537,237.56</b>	<b>757,287.56</b>	<b>905,962.28</b>	<b>819,280.77</b>	<b>673,404.90</b>	<b>520,979.36</b>	<b>438,345.14</b>
Payroll			133,663.13	136,660.05	\$151,584.44	132,052.41	157,606.37
Utilities			5,157.17	3,624.70	0.00	6,070.73	9,188.92
Copy Mach			1,815.03	1,839.48	661.83	338.66	661.83
Phones			637.40	1,177.97	1,067.93	1,098.33	1,376.59
<b>March</b>	<b>530,301.46</b>	<b>850,116.51</b>	<b>923,758.57</b>	<b>973,727.95</b>	<b>651,218.50</b>	<b>544,832.12</b>	<b>500,078.42</b>
Payroll			142,986.45	132,396.66	141,796.28	130,520.55	156,591.80

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Utilities			5,093.36	6,300.39	5,812.97	6,909.19	8,733.29
Copy Mach			1,898.08	1,926.55	1,289.27	1,197.28	1,391.50
Phones			716.43	1,225.31	1,030.25	1,035.59	1,451.32
<b>April</b>	<b>676,704</b>		<b>1,022,713.04</b>	<b>950,936.04</b>	<b>699,604.31</b>	<b>568,289.98</b>	
Payroll			137,944.95	132,959.68	144,064.81	129,443.00	
Utilities			3,373.78	3,770.62	5,290.64	0.00	
Copy Mach			1,800.99	1,954.58	661.83	0.00	
Phones			1,878.32	925.39	1,053.17	875.55	
<b>May</b>	<b>818,579</b>		<b>982,710.94</b>	<b>858,447.74</b>	<b>396,996.77</b>	<b>313,099.30</b>	
Payroll			406,349.45	357,101.05	426,888.05	373,973.90	
Utilities			4,580.71	4,123.50	5,003.37	2,392.25	
Copy Mach			2,158.97	1,850.75	661.83	728.01	
Phones			1,295.04	1,229.90	892.78	320.08	
<b>June</b>	<b>848,409.1</b>	<b>967,926.67</b>	<b>1,137,749.14</b>	<b>770,833.90</b>	<b>629,374.84</b>	<b>463,134.61</b>	
Payroll			22,821.89	26,548.91	39,309.94	0.00	
Utilities			128.16	6,009.15	7,347.50	5,554.05	
Copy Mach			1,614.18	1,870.66	1,385.61	661.83	
Phones			477.36	870.67	1,212.86	1,054.27	

BUILDING FUND

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
<b>July</b>	98,420.69	142,017.22	199,250.98	211,972.78		36,747.64	114,185.34
<b>August</b>	98,586.85		149,359.56	212,202.65	158,664.90	37,117.10	97,642.58
<b>September</b>	98,627.22	138,581.53	149,510.42	198,765.00	126,894.97	36,813.03	69,167.65
<b>October</b>	98,723.23	138,649.63	149,541.52	198,854.08	109,051.96	36,927.56	31,216.26
<b>November</b>	99,874.16	138,690.34	172,316.29	200,776.86	43,924.14	37,440.31	14,991.49
<b>December</b>	115,878.54	139,698.01	176,606.78	217,380.97	38,258.42	62,612.29	5,803.24
<b>January</b>	149,299.88	175,908.49	217,721.91	244,674.39	46,824.82	96,261.99	42,309.13
<b>February</b>	112,523.79	176,586.87	218,701.68	235,185.27	27,502.46	96,579.51	39,843.81
<b>March</b>	113,848.20	182,081.83	222,734.55	211,656.29	29,274.27	108,910.19	43,325.58
<b>April</b>	140,568.09	198,583.44	241,573.74	256,163.66	35,267.40	113,140.39	
<b>May</b>	140,855.71	198,912.27	241,827.10	244,540.62	34,652.52	114,235.50	
<b>June</b>	141,116.34	199,032.28	211,656.29	188,587.43	36,712.79	113,812.18	

CHILD NUTRITION FUND

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
July	141,223.34	75,084.37	95,625.04	100,938.05		42,933.53	24,708.52
August	117,558.88		95,797.11	98,499.25	119,007.98	42,238.15	2,720.06
September	81,700.28	60,452.00	75,604.87	97,899.48	102,509.92	18,327.66	10,306.08
October	35,515.75	59,258.03	55,521.52	117,022.33	74,973.21	-9,726.96	36,875.15
November	60,608.28	74,360.10	60,466.81	102,278.17	98,650.94	3,526.28	15,859.02
December	87,316.27	94,572.20	90,413.67	123,598.17	72,862.07	-30,766.43	49,385.68
January	105,617.71	87,263.07	91,776.11	102,470.26	46,824.82	5,865.73	38,546.88
February	104,294.29	109,777.69	99,644.91	136,464.35	66,371.16	26,272.95	39,573.55
March	95,080.47	105,866.53	105,177.33	98,566.26	107,599.41	27,086.20	53,337.52
April	97,389.20	73,740.32	109,434.13	146,628.51	84,779.91	10,283.80	
May	99,937.89	107,264.89	107,063.31	145,838.80	77,720.87	9,245.43	
June	80,058.28	100,154.83	105,109.74	126,192.31	47,744.40	24,468.85	

SINKING FUND

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
July	72,593.01	15,683.50	94,865.24	20,747.43		137,870.02	316,296.70
August	73,225.82	78,687.86	14,456.63	21,616.63	187,219.91	140,228.59	319,558.23
September	73,386.60	16,839.98	15,008.47	51,661.48	187,519.55	141,296.95	320,339.98
October	71,197.34	17,089.26	15,126.81	21,982.60	187,611.39	141,908.12	320,812.53
November	75,403.37	17,235.93	23,592.85	33,147.22	187,744.99	143,356.26	321,526.70
December	133,383.26	56,853.37	35,104.21	129,733.25	286,699.85	268,630.95	418,628.56
January	253,044.97	186,355.84	196,076.65	325,258.04	494,523.10	436,158.22	627,277.39
February	254,397.65	188,797.23	199,903.11	329,333.64	496,104.81	437,857.64	616,108.66
March	259,194.74	208,599.35	215,693.22	357,944.36	525,773.91	499,254.03	672,648.16
April	93,375.44	272,864.05	289,434.84	476,786.01	611,457.45	308,066.92	
May	94,433.34	274,076.36	290,410.10	462,588.68	399,161.50	313,499.10	
June	95,395.93	93,958.29	19,553.06	185,309.30	137,647.55	314,227.09	

GIFT FUND

MONTH	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
July	33,502.48	44,909.61	49,720.54	47,848.46		37,887.08	20,835.79
August	33,502.48		49,720.54	47,838.46	49,350.81	36,327.06	20,466.46
September	33,502.48	45,509.61	48,778.46	48,005.06	45,168.71	35,306.90	17,418.93
October	33,502.48	45,077.51	48,298.50	47,938.06	44,260.99	34,006.56	15,719.43
November	33,502.48	50,888.74	47,601.50	47,672.78	43,159.98	37,687.75	14,433.89
December	38,502.48	50,888.74	47,484.07	46,404.55	42,076.96	36,027.08	13,808.86
January	38,502.48	50,888.74	51,249.43	50,373.39	46,420.18	32,496.50	12,078.18
February	48,502.48	50,272.74	50,303.24	50,173.78	45,064.87	29,585.90	11,297.37
March	48,853.45	50,700.74	50,113.60	47,838.46	44,354.37	26,526.49	10,099.32
April	48,057.95	50,700.74	49,982.27	54,505.07	43,153.77	23,549.55	
May	45,407.61	50,728.04	49,151.27	53,361.01	41,756.25	23,607.41	
June	44,909.61	49,720.54	47,917.25	49,584.90	38,663.87	22,104.04	

BOND FUND

MONTH	FY 2015 - Bond 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
<b>July</b>	826,898.21	450,416.06	200,327.50	18,968.83	18,968.83	563,306.06	45,552.12
<b>August</b>	763,715.19		194,387.24	18,968.83	18,968.83	361,940.96	31,630.34
<b>September</b>	744,006.08	356,834.74	124,421.22	18,968.83	18,968.83	317,646.68	15,023.17
<b>October</b>	623,922.30	294,440.29	96,618.90	18,968.83	0.00	314,881.37	4,092.30
<b>November</b>	613,919.68	248,261.57	86,200.72	18,968.83	0.00	301,973.89	(367.18)
<b>December</b>	605,057.28	245,762.57	84,155.47	18,968.83	0.00	266,790.76	(2,308.75)
<b>January</b>	599,832.28	245,762.57	84,155.47	18,968.83	0.00	222,970.20	(2,308.75)
<b>February</b>	570,496.18	245,762.57	84,155.47	18,968.83	0.00	212,848.28	(2,308.75)
<b>March</b>	575,100.24	245,762.57	84,155.47	18,968.83	0.00	176,456.37	(2,308.75)
<b>April</b>	566,877.74	235,787.63	84,155.47	18,968.83	0.00	151,770.96	
<b>May</b>	544,179.84	235,787.63	84,155.47	18,968.83	0.00	79,210.65	
<b>June</b>	457,057.06	219,296.33	25,861.47	18,968.83	684,828.45	61,039.06	

## D. Upcoming Events

# April

2021

March						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

May						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	1	2	3
				April Fools Day	Good Friday	
4	5	6	7	8	9	10
Easter		State Testing Begins				
11	12	13	14	15	16	17
		Board Meeting 1pm PTO Meeting 5pm				
18	19	20	21	22	23	24
25	26	27	28	29	30	1
	Book Fair	Book Fair	Book Fair	Book Fair	Book Fair	
2	3	4	5	6	7	8

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	Book Fair. Teacher Appreciation Week May 3-7	Book Fair.			State Testing Last Day	



5. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE GENERAL BUSINESS ITEMS

Passed by Paul Keeler second by Erika James was approve

Erika James: Yea

Antonia Jennings: Absent

Paul Keeler: Yea

Yea: 2, Nay: 0, Absent: 1

A. 20/21 & 2021-2022 School Calendar

B. 2021-2022 OPSRC Renewal



Oklahoma Public School Resource Center  
309 NW 13th Street, Suite 103  
Oklahoma City, OK 73103  
www.opsrc.net

## Quote

### ADDRESS

Crutcho Public School  
2401 N. Air Depot Blvd.  
Oklahoma City, OK 73141

**QUOTE # 1390**

**DATE 07/01/2021**

ACTIVITY	AMOUNT
OPSRC Membership 2021-2022 School Year	2,500.00
<b>TOTAL</b>	<b>\$2,500.00</b>

Accepted By

Accepted Date



# OPSRC

Oklahoma Public School Resource Center

**School Year:** \_\_\_\_\_

School, District, or Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Title: \_\_\_\_\_

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

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

City/State/Zip Code: \_\_\_\_\_

Contact Email: \_\_\_\_\_ School Phone: \_\_\_\_\_

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

Does your district use NWEA? \_\_\_\_\_

## Payment Information

For billing info, please contact:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

- Invoice \$2500 to above address       PO: General Funds - PO# \_\_\_\_\_  
 PO: Title Federal Funds, Professional Development - PO# \_\_\_\_\_

## Gabbart Website Additions (if applicable)

- Website Annual Fee     Notification System     App

**NOTE:** Please visit [gabbart.com/opsrccost](http://gabbart.com/opsrccost) for a full calculation on the website options you've chosen. These numbers are based on student population.

Add'l Notes: \_\_\_\_\_



# OPSRC

Oklahoma Public School Resource Center

**OPSRC membership costs \$2,500/year (\$1,500 for districts with less than 300 students), and members have access to the following benefits:**

### **Consulting Services**

The OPSRC's five directors are some of the most talented folks in the state within their respective fields of finance, technology, teaching & learning, communications and legal counsel. As a member, you get full access—phone, email or in person—to all five individuals.

### **Professional Development (PD)**

Membership provides year-round access to all our PD, both **in person and online**. If you need a specific training not listed in our course catalog, we will work hard to accommodate your requests. Some of our newest, most popular trainings include the Tulsa model of Teacher & Leader Effectiveness (TLE) and a full catalog of school board trainings.

We host PD events in both our OKC and Tulsa offices, but our team travels all over the state to provide in-house trainings as well. Want to host a Collaborative Day for yourself and neighboring schools? We can do those too! Visit [opsrc.net/events](http://opsrc.net/events) for details.

Schools—with SDE approval—may use Title II funds should they want access to our PD.

### **Code.org**

We are Oklahoma's Code.org regional partner and work with schools to increase student access to computer science courses by training teachers on CS Fundamentals, Discoveries and Principles. We also present computer science PD sessions for all grade levels and consult with districts interested in implementing a K-12 computer science pipeline.

### **Products**

We know saving money is a major concern for Oklahoma schools. That is why we are always pursuing products that will benefit your students, classrooms, facilities and improve overall operational efficiency. We vet all vendors with whom we partner to ensure they bring you the highest quality at an affordable rate.

From website services to energy consumption solutions to micro-credentials, we work closely with our vendors to bring you the help you need in the areas you've requested. And because your needs change, we are continuously researching the best products out there to help make your schools the best they can be.

Check out our **Products & Partnerships** flyer for the full list of current opportunities.

**Why Should I Join?**

**OPSRC**

## Educational Benefits, Inc.

Ebi is a full-service employee benefits and HR consulting firm with over 30 years of experience as one of the regional leaders in providing public school employee benefits program. They now offer Oklahoma public schools comprehensive cafeteria plan options at discounted rates, which means more money in your employees' paychecks. They can also serve as an extension of your HR/ Employee Benefits department by providing resources to you and your staff that improve operational efficiencies.



## Simmons Bank Purchase Card

A purchase card (P-card) is a financial tool that districts can use to save time and money. While it is similar to a traditional credit card, it offers more control and security for districts. It offers a 1.05% rebate to schools annually on all purchases. Districts can set limits on the amount and length of time for card usage. OPSRC and Simmons provide a total P-card program that includes training and sample policies, procedures and instructions.

## BancFirst Workers' Compensation

BancFirst Insurance is providing member districts with a workers' compensation policy. BancFirst, as the largest state bank, will use its years of experience and broker status to get districts the best possible rates.



## Edmentum Products & Training

We have partnered with Edmentum and its award winning suite of products to create a winning solution for districts. Members will have special OPSRC member discounted access to products like Exact Path, Courseware, Calvert Learning and EdOptions Academy along with teacher professional development.

## NWEA

Northwest Evaluation Association (NWEA) and OPSRC have joined forces to bring you a deeply discounted subsidy for one of the best assessment tools on the market: Measures of Academic Progress (MAP), which creates a personalized assessment for each student. Our subsidy means you pay \$8/student during year 1; \$6/student during year 2 and \$4/student for year 3. On top of that, OPSRC and NWEA provide high-quality, on-site professional development. **Note: The subsidy is capped at 1,500 students/district.**



## TalkPath Live

TalkPath Live is a leading telehealth provider that delivers the highest-caliber supplemental services to schools. Their services not only fulfill IEP requirements cost-effectively and time-efficiently, but they also ease the ever-growing demands on schools to recruit and retain qualified, licensed service providers for these critical tasks. OPSRC member schools receive a 5% discount on all rates for their available services.

C. 2021-2022 Renaissance Renewal

# RENAISSANCE®

## Subscription Renewal

Quote #: RPRNQ2525172\*

PO Box 8036, Wisconsin Rapids, WI 54495-8036  
Phone: (800) 338-4204 | Fax: (877) 280-7642  
Federal I.D. 39-1559474  
[www.renaissance.com](http://www.renaissance.com)

**Crutch Elementary School - 702536**  
2401 N Air Depot Blvd  
Oklahoma City, OK 73141-1407  
Contact: Teresa McAfee - (405) 427-3771  
Email: [tmcafee@crutchoesd.org](mailto:tmcafee@crutchoesd.org)

Subscription End: 6/30/2021  
Notice Date: 03 2021  
Reference ID: 468898

### Quote Summary

#### School Count: 1

Renaissance Products & Services Total	\$10,575.00
Sales Tax	\$0.00
<b>Grand Total</b>	<b>USD \$10,575.00</b>

Pricing and discounts are subject to change if alterations are made to this quote.

By signing below, you

- agree that this Quote, any other quotes issued to you during the Subscription Period and your use of the Applications, the Hosting Services and Services are subject to the Renaissance Terms of Service and License located at <https://doc.renlearn.com/KMNet/R003981304GH3CB5.pdf> which are incorporated herein by reference;
- consent to the Terms of Service and License; and
- consent to the collection, use, and disclosure of the personal information of children under the age of 13 as discussed in the applicable Application Privacy Policy located at <https://www.renaissance.com/privacy-policy/>.

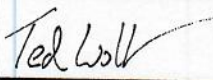
Unless you choose to check the box to opt out of Automatic Evergreen Renewals of this Quote, by signing this Quote, you also consent to the Automatic Evergreen Renewal of the Agreement, (as defined in the Terms of Service and License, which shall include any additional products or services added to this Quote by agreement of the parties) at the end of the stated Subscription Period, for additional successive one (1) year periods. If Renaissance does not want to renew the Agreement, we will provide you at least sixty (60) days written notice of non-renewal prior to the end of the then-current term. If you do not want to renew the Agreement, you must provide Renaissance at least thirty (30) days written notice of non-renewal prior to the end of the then-current term. The pricing for each renewal term will be at the then-current pricing used by Renaissance, and a new Quote will be put in place for such renewal term.

Please check here if you would like to opt out of Automatic Evergreen Renewal of the Agreement covered by this Quote: [ ]

(Please note that you will still have the opportunity to renew your agreement with Renaissance, but you will need to do so with a new executed Quote.)

To accept this offer and place an order, please sign and return this Quote.

Please check here if your organization requires a purchase order prior to invoicing: [ ]

Renaissance Learning, Inc.	Crutch Elementary School - 702536
	By:
Name: Ted Wolf	Name:
Title: VP - Corporate Controller	Title:
Date: 02/27/2021	Date:
	Invoice Date:

**Mail:** PO Box 8036, Wisconsin Rapids, WI 54495-8036  
**Fax:** (877)280-7642  
**Email:** [electronicorders@renaissance.com](mailto:electronicorders@renaissance.com)

# RENAISSANCE®

## Subscription Renewal

Quote #: RPRNQ2525172\*

PO Box 8036, Wisconsin Rapids, WI 54495-8036  
Phone:(800) 338-4204 | Fax:(877) 280-7642  
Federal I.D. 39-1559474  
[www.renaissance.com](http://www.renaissance.com)

**Phone:** (877)444-3172

\*This quote is valid for 30 days. It may have been previously sent with a different reference number, and may reflect changes made in the past 30 days. Alterations to this quote will not be honored without Renaissance Learning approval. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order. Standard payment terms are net 30 days from invoice date.

# RENAISSANCE®

## Subscription Renewal

Quote #: RPRNQ2525172\*

PO Box 8036, Wisconsin Rapids, WI 54495-8036  
 Phone:(800) 338-4204 | Fax:(877) 280-7642  
 Federal I.D. 39-1559474  
[www.renaissance.com](http://www.renaissance.com)

Renewal Details				
<b>Applications</b>				
Products & Services	Subscription Period	Quantity	Unit Price	Total
Accelerated Reader 360 Subscription Renewal	07/01/2021 - 06/30/2022	240	\$10.35	\$2,484.00
Star Early Literacy Subscription Renewal	07/01/2021 - 06/30/2022	200	\$5.10	\$1,020.00
Star Math Subscription	07/01/2021 - 06/30/2022	135	\$5.10	\$688.50
Star Math with Freckle Math Student Subscription Renewal	07/01/2021 - 06/30/2022	240	\$15.50	\$3,720.00
Star Reading Subscription Renewal	07/01/2021 - 06/30/2022	375	\$5.10	\$1,912.50
<b>Applications Total</b>			<b>USD \$9,825.00</b>	
<b>Platform Services</b>				
Products & Services	Subscription Period	Quantity	Unit Price	Total
Annual All Product Renaissance Platform Renewal	07/01/2021 - 06/30/2022	1	\$750.00	\$750.00
<b>Platform Services Total</b>			<b>USD \$750.00</b>	

PO Box 8036, Wisconsin Rapids, WI 54495-8036  
 Phone:(800) 338-4204 | Fax:(877) 280-7642  
 Federal I.D. 39-1559474  
[www.renaissance.com](http://www.renaissance.com)

<b>Renewal Subscription Summary</b>	
<b>Accelerated Reader 360 Subscription Renewal Total</b>	<b>Quantity</b>
Crutcho Elementary School - 702536	240
<b>Accelerated Reader 360 Subscription Renewal Total</b>	<b>240</b>
<b>Star Early Literacy Subscription Renewal Total</b>	<b>Quantity</b>
Crutcho Elementary School - 702536	200
<b>Star Early Literacy Subscription Renewal Total</b>	<b>200</b>
<b>Star Math Subscription Total</b>	<b>Quantity</b>
Crutcho Elementary School - 702536	135
<b>Star Math Subscription Total</b>	<b>135</b>
<b>Star Math with Freckle Math Student Subscription Renewal Total</b>	<b>Quantity</b>
Crutcho Elementary School - 702536	240
<b>Star Math with Freckle Math Student Subscription Renewal Total</b>	<b>240</b>
<b>Star Reading Subscription Renewal Total</b>	<b>Quantity</b>
Crutcho Elementary School - 702536	375
<b>Star Reading Subscription Renewal Total</b>	<b>375</b>
<b>Annual All Product Renaissance Platform Renewal Total</b>	<b>Quantity</b>
Crutcho Elementary School - 702536	1
<b>Annual All Product Renaissance Platform Renewal Total</b>	<b>1</b>

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D. 2021-2022 OCAS (Oklahoma Consulting & Accounting Services) Renewal



March 31, 2021

Crutch School District  
Attn: Mr. Melvin Perry  
2401 N. Airport Depot Blvd.  
Oklahoma City, OK 73143

RE: Accounting and consulting services for the Year Ended June 30, 2022

Thank you for allowing Oklahoma Consulting and Accounting Services, LLC (in affiliation with Jenkins & Kemper, CPAs, P.C.) to perform accounting and consulting services for Crutch School District (the school). We are pleased with the expression of confidence in our firm and our school expertise. I look forward to a long and successful relationship as an integral part of the school's financial management team.

This letter, along with the attached addenda, to be approved in an open board meeting, sets forth our understanding of the nature and scope of my non-attest accounting and consulting services to be provided for the school. As you know Government Auditing Standards (Yellow Book) place significant restrictions on firms that also perform consulting services for audit entities. Although we will maintain integrity and objectivity throughout the performance of all services provided to the school, We are not considered "independent" under the Government Accountability Office (GAO) definition and as such we cannot also perform audit or other attestation services for the school as long as we perform these non-attest services. Under the GAO independence rules, we are considered a part of your management team since we will perform certain functions normally associated with management. That is the reason that the school must contract with another CPA firm to conduct the annual School audit. However, the Yellow Book allows me to continue to assist the school as requested in many other matters. Independence is only required for the external auditor.

### **Scope of Services**

We will compile a monthly statement of assets, liabilities and net assets-cash basis and the related statement of revenue and expenses-cash basis for each month and year-to-date period. The statements will include as supplemental information certain budgetary information. The financial statements will be prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles. The financial statements will omit all the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. We will not audit or review such financial statements. Our report will include a statement that we are not independent with respect to the school.

The objective of a compilation engagement differs significantly from the objective of a review or audit of financial statements. The objective of a review is to provide a reasonable basis for expressing limited assurance that there are no material modifications that should be made to the financial statements. The objective of an audit is to provide a reasonable basis for expressing an opinion regarding the financial statements taken as a whole. A compilation does not provide such a basis because a compilation does not contemplate performing inquiry or analytical procedures and other procedures ordinarily performed in a review or obtaining an understanding of internal control or assessing control risk; or other procedures ordinarily performed in an audit.

### **Management Responsibilities**

The school is, and will continue to be, solely responsible for establishing and maintaining an effective accounting and internal control system, including, without limitation, systems designed to assure compliance with policies, procedures, and applicable laws, regulations, contracts, and agreements and maintaining adequate records. The school is also responsible for the design and implementation of programs and controls to prevent and detect fraud.

Our engagement cannot be relied upon to disclose errors, fraud, or illegal acts that may exist. However, we will inform you or the appropriate level of management of any material errors and of any evidence or information that comes to my attention during the performance of compilation procedures or other management services performed that fraud or an illegal act may have occurred. We need not report any matters regarding illegal acts that may have occurred that are clearly inconsequential. In addition, we have no responsibility to identify and communicate significant deficiencies or material weaknesses in your internal control as part of this engagement.

The school's management and those charged with governance will be responsible for establishing the scope of the accounting and consulting services and the resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the accounting and consulting services to be performed by Oklahoma Consulting and Accounting Services, LLC providing overall direction and oversight for each service, and reviewing and accepting the results of the work. The attached addenda (Exhibits A-B) provide management and those charged with governance an understanding of the services to be provided and items Oklahoma Consulting and Accounting Services, LLC will require in order to adequately perform each service.

### **Administration, Fees, and Other**

Our fee for the compilation and other services is stated on each addendum (Exhibits A-B) attached as part of this contract. The ancillary services, defined by the attached addenda, will be billable at the rate of \$90 per hour. Requests for a representative of Oklahoma Consulting and Accounting Services, LLC to attend a board meeting will be billed \$150 for each meeting attended.

These services are for the period July 1, 2021 to June 30, 2022. Please sign each contract addenda whether Crutch School District **accepts** or **does not accept** the services described for each. Fees for these services will be rendered each month as described on the exhibits and will be payable on presentation. This engagement letter will remain in effect until changed by mutual consent.

**Administration, Fees, and Other (Continued)**

In accordance with my firm policies, work may be suspended if your account becomes 90 days or more overdue and will not be resumed until your account is paid in full. You acknowledge and agree that we are not required to continue performing work for you in the event of your failure to pay on a timely basis for services rendered as required by this engagement letter. Further, you acknowledge and agree that in the event we stop work or withdraw from this engagement as a result of your failure to pay on a timely basis my engagement will be deemed to have been completed and we will not be liable to you for any damages that occur as a result of my ceasing to render services, even if we have not completed our services. You will be obligated to compensate us for all time expended and to reimburse us for any out-of-pocket expenditures through the date of termination.

In addition, the school further agrees to indemnify and hold me harmless for any liability and all reasonable costs, including legal fees that we may incur as a result of the services performed under this engagement in the event there are false or misleading representations made to us by any member of the school's management.

Our firm, as well as other accounting firms, participates in the AICPA's peer review program covering our audit and accounting practice. Under this program, my system of quality control is subjected to a peer review by a team of certified public accountants approved by the state administering entity. As part of this peer review, the team will review a sample of my work. It is possible that the work performed for you may be selected for their review. If it is, the team is bound by professional standards to keep all information confidential.

We appreciate the opportunity to be of service to you and look forward to continuing our long and mutually satisfying relationship. We believe this letter accurately summarizes the significant terms of our engagement. Please call us at any time if you have any questions. If this letter and the attached addenda correctly express your understanding, please sign the enclosed copies where indicated and return it for our files.

Sincerely,



Jack H. Jenkins  
President, Oklahoma Consulting and Accounting Services, LLC

**ACKNOWLEDGMENT:**

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Member

**TREASURER SERVICES**

This agreement begins July 1, 2021 and ends on June 30, 2022, between Crutch School District and Oklahoma Consulting and Accounting Services, LLC (us/our). This agreement shall not become effective until approved and entered into the minutes of an open board meeting.

**Treasurer Services to be Provided:**

- 1. Reconciliations performed timely every month of reported school funds to bank statements
- 2. Receipts posted to appropriate accounts using the Oklahoma Cost Accounting codes as required by the Oklahoma State Department of Education
- 3. Prepare monthly finance report for review by management and governing board
- 4. Prepare orderly file folders to maintain records of all treasurer services
- 5. Provide treasurer records and financial report information to independent auditor
- 6. Submit previous end of the fiscal year data to Oklahoma State Department of Education due during the contract period
- 7. Preparation of annual 2021-22 Estimate of Needs

**Client Agrees to the Following:**

- 1. Assign an employee of the school as deputy treasurer for physically depositing funds into your bank
- 2. Allow us online banking access for the school's checking/savings accounts
- 3. Obtain a treasurer's surety bond in treasurer's name for a minimum of \$100,000 as required by statute
- 4. Provide us with an adequate description of deposits made with your bank
- 5. Prepare detailed receipts in a pre-numbered receipt book for all local collections
- 6. Notify us of any changes in policy/requirements from the Oklahoma State Department of Education that may be sent to the principal/business manager of your school by email

**ACKNOWLEDGMENT:**

Crutch School District's management and those charged with governance understand, acknowledge and **ACCEPT** the above described monthly services. The annual contract amount for these services is \$10,200 and will be payable in 12 equal monthly installments of \$850 for the contract period.

Crutch School District's management and those charged with governance understand, acknowledge and **DO NOT ACCEPT** the above described monthly services. It is understood that in conjunction with other contracts, management may ask for the services described above and Oklahoma Consulting and Accounting Services, LLC will consider these items ancillary services and bill Crutch School District the stated hourly rate.

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Board Member

**PAYROLL SERVICES**

This agreement begins July 1, 2021 and ends on June 30, 2022, between Crutch School District and Oklahoma Consulting and Accounting Services, LLC (us/our). This agreement shall not become effective until approved and entered into the minutes of an open board meeting.

**Payroll Services to be Provided:**

1. Calculate and print checks or create direct deposit for all net pay amounts on a semi-monthly basis and include up to two "special payrolls" per contract period. Additional "special payrolls" will be considered ancillary services and will be billed at an hourly rate (also see item #6 in Client Agreements)
2. Calculate and print checks or directly deposit tax withholding for Federal and State of Oklahoma
3. Calculate and print checks or directly deposit funds for fringe benefits, retirements, garnishments or any deduction or benefit normally processed through payroll
4. Create and file all payroll tax filings for Federal and the State of Oklahoma including Federal (941), State (OW-9) and State Unemployment (OESC) quarterly reports, W2s, and 1095s (if necessary).
5. Provide reports, copies of payroll tax filings and paystubs to assigned administrator for distribution to employees
6. Prepare online financial reporting, during this contract period, for the Oklahoma State Department of Education regarding the Oklahoma cost account coding of payroll items

**Client Agrees to the Following:**

1. Approve our employee as the payroll clerk
2. Furnish us with annual/hourly approved rates of pay for each employee at the beginning of the employee's contract period
3. Notify us of any employees to be paid from a federal program or other special program at the beginning of the employee's contract period
4. Report to us all regular deductions such as fringe benefits, retirements, garnishments and any other deductions or benefits normally processed through payroll for each employee at the beginning of the employee's contract period
5. Provide us with updated W-4 forms for the calendar year for each employee authorizing us to withhold the appropriate amount of income taxes from each payroll
6. Furnish us with timesheets or changes in payroll four regular business days previous to scheduled payment date

**ACKNOWLEDGMENT:**

Crutch School District's management and those charged with governance understand, acknowledge and **ACCEPT** the above described monthly services. The annual contract amount for these services is \$18,000 and will be payable in 12 equal monthly installments of \$1,500 for the contract period.

Crutch School District's management and those charged with governance understand, acknowledge and **DO NOT ACCEPT** the above described monthly services. It is understood that in conjunction with other contracts, management may ask for the services described above and Oklahoma Consulting and Accounting Services, LLC will consider these items ancillary services and bill Crutch School District the stated hourly rate.

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Member

E. 2021-2022 Edlio Website Renewal



Edlio LLC

**Proposal**

Quote Date 4/6/2021 Quote Number 00016404  
Expiration Date 4/30/2021

**Prepared For:**

Account Name Crutch Public Schools  
Billing Address 2401 N. Airport Depot Blvd.  
Oklahoma City, Oklahoma 73143  
United States

**Prepared By:**

Prepared By Johan Cerrato  
Email johan@edlio.com

Product	Total Price
Edlio Website CMS: Single Site (Annual Fee)	USD 1,500.00
Grand Total	USD 1,500.00
Grand Total due upon receipt of invoice	
Annual Fees	USD 1,500.00
Setup Fees	USD 0.00

No of Websites 1

Additional Notes This is a 3-year agreement with one free redesign.

**Terms and Conditions**

**HOSTING:**

- Cloud-based, fully-supervised, secure website hosting is included with Edlio CMS.

**TECHNICAL SUPPORT:**

- We offer ongoing, unlimited technical support to all staff members in your organization.
- NOTE: Online and phone Technical Support will not be available until the site(s) are launched.

**ADD-ONS:**

- If Stores or Donations add-on is selected, a Payflow Pro account and a merchant account are required. You may also opt to use Edlio's accounts and request checks be issued as needed. With either option, transaction fees apply.

**Agreement**

Contract Length in 1  
Years

Initial:

By signing below, I acknowledge that this is an annual subscription and my organization is liable for payment for the full contract length specified above. If my organization received a discount and cancels before the end of the contract, we are liable for the non-discounted amount for the remainder of the full contract length. This includes any discounted setup fees. If my organization opted for a prorated term, I understand that we are also liable for that prorated amount.

I understand that we are liable for the first year's payment and one-time fees upon receipt of invoice. Annual invoices will be sent out up to 90 days before the anniversary date to allow sufficient time for your organization to submit payment no later than the 1st day of the annual subscription period.

I understand and agree to the terms laid out above.

**Signature:**

**Name:**

**Date:**

**Initial:**

F. 2021-2022 Temporary Appropriations



G. City of Midwest City - Summer Program Contract

**CRUTCHO PUBLIC SCHOOL**  
**Use of District Transportation Equipment**  
**(School District Bus Lease Contract)**

This contract is made and entered into by and between Crutcho Public School of Oklahoma County ("Crutcho") and the City of Midwest City, a municipal corporation ("City").

City desires to enter into this contract with Crutcho whereby Crutcho will provide transportation equipment ("buses") and bus operators ("drivers") for the transportation of Summer Camp participants (children between the ages of 8 and 12, and Neighborhoods in Action staff and volunteers) to and from Summer Camp activities at locations in the Oklahoma City metro area.

Therefore, in consideration of the mutual conditions and agreements herein contained and, intending to be legally bound, the parties agree as follows:

1. The transportation to be furnished by Crutcho under this contract will commence on June 21, 2021 and will terminate July 25, 2021.
2. City shall pay Crutcho \$ 22.00 per hour for each hour Crutcho provides City with transportation, including buses and drivers, for a maximum of 20 hours per week for a total of five weeks. During the term of this contract, total compensation that will be paid to Crutcho for transportation shall not exceed a total of \$2,200.00.
3. All buses provided by Crutcho for the performance of this contract will comply with Crutcho policies and regulations, and state laws, rules and regulations applicable to transportation equipment used to transport school children including, but not limited to, the rules of the Oklahoma State Department of Education.
4. Crutcho will be responsible for all fuel, repairs and maintenance for the buses, and replacement buses should the need arise.
5. Crutcho will provide a qualified driver who is an employee of Crutcho and who meets all the requirements to operate a school bus and transport school children in the State of Oklahoma.
6. A Certificate of Insurance must be provided by Crutcho indicating minimum liability coverage in the amount of:
  - a) \$ 100,000.00 property damage;
  - b) \$ 100,000.00 personal injury each accident or occurrence; and
  - c) \$1,000,000.00 aggregate (all claims for any one occurrence).
7. Crutcho shall not be liable to City and there will be no adjustment in the contract amount for days on which Crutcho's buses are unable to operate through no fault of Crutcho, such as adverse weather conditions.

8. Any notice from one party to the other party concerning this contract shall be in writing and shall be given by certified mail, return receipt requested, or in person by hand delivery to Crutcho at 2401 North Air Depot Boulevard, Oklahoma City, Oklahoma 73141 or to City at 100 North Midwest Boulevard, Midwest City, Oklahoma 73110.

9. Any changes to this contract must be presented and approved by both parties at least 48 hours in advance of the commencement date.

10. Any changes or modifications to the terms of this contract must have the signatures of both parties.

This contract represents the entire understanding between and among the parties concerning the subject matter hereof. Neither party may assign this contract.

The parties have approved and executed this contract, Crutcho on the \_\_\_\_\_ day of \_\_\_\_\_, 2021 and City on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

CRUTCHO PUBLIC SCHOOLS OF OKLAHOMA  
COUNTY, OKLAHOMA

\_\_\_\_\_  
ANTONIA JENNINGS, Board President

ATTEST:

\_\_\_\_\_  
JAMES ERIKA, Board Secretary

CITY OF MIDWEST CITY, a municipal corporation

\_\_\_\_\_  
MATHEW D. DUKES, II Mayor

ATTEST:

\_\_\_\_\_  
SARA HANCOCK, City Clerk

APPROVED as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
VICKI FLOYD, Asst. City Attorney

H. Horace Mann Life Insurance Increase

I. Cox Communications



# Commercial Services Agreement

3/16/2021

<b>Cox Account Rep:</b>	Chris Dykstra	<b>Cox System Address</b>
<b>Phone Number:</b>		715 NE 122nd Street Oklahoma City, OK 73114
<b>Fax Number:</b>		

Customer Information		Authorized Customer Representative Information	
<b>Legal Company Name:</b>	Crutchco Public Schools	<b>Full Name:</b>	melvin perry
<b>Street Address:</b>	2401 N Air Depot Blvd	<b>Billing Telephone:</b>	(405) 778-4194
<b>City/State/Zip:</b>	Oklahoma City, OK 73141	<b>Fax:</b>	
<b>Billing Address:</b>	2401 N Air Depot Blvd	<b>Contact Number:</b>	
<b>City/State/Zip:</b>	Oklahoma City, OK 73141	<b>Email:</b>	mperry@crutchosd.org
<b>Cox Account #:</b>			

Service Description	Quantity	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
PRI Trunk Group	1	60	\$128.00	\$0.00
2 WAY TRUNK CHANNEL	23	60	\$230.00	\$0.00
COX 5 CENT CALL PLAN	1	60	\$0.00	\$0.00
DID Per Number Block - 20	1	60	\$9.00	\$0.00
PRI Turn Up	1	36	\$0.00	\$0.00
DID Block Install	1	0	\$0.00	\$0.00

<b>Totals:</b>		\$367.00	\$0.00
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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

## J. Infinite Campus - Online Registration

# Estimate prepared for Crutcho Public Schools - OK

<b>Quote prepared for</b>	<b>Quote prepared by</b>	<b>Prepared on</b>	<b>Service Start date</b>
Sheila Cavett Crutcho Public Schools Secretary P: +14056508498 scavett@crutchoesd.org	Amy Kelson P: (763) 795-4403 amy.kelson@infinitecampus.com	April 5, 2021	July 1, 2021
		<b>Expires on</b>	<b>Payment Terms</b>
		May 5, 2021	Net 30
		<b>Year 1 Subscription Term</b>	
		12 Months	

## Premium Products Licensing and Support

Product	Quantity	Net Price	Year 1 Prorated Price	Annual Recurring Price
OLR Standard	1	\$500.00 Annual Fixed	\$500.00	\$500.00
<b>TOTAL PREMIUM PRODUCTS LICENSING AND SUPPORT</b>			<b>Year 1 Prorated Total: \$500.00</b>	<b>Annual Recurring Total: \$500.00</b>

## Implementation Services

Product	Quantity	Unit	Net Total Price
OLR Standard Implementation	2	One-Time	\$1,800.00
Data Health Check Service	1	One-Time	\$500.00
<b>Total Implementation Services:</b>			<b>\$2,300.00</b>

<b>Totals</b>	<b>Year 1 Prorated License Total: \$500.00</b>
	<b>Implementation Services Total: \$2,300.00</b>
	<b>Annual Third Party Fees Year 1 Total: \$0.00</b>

---

**Third Party One Time Fees: \$0.00**

---

Applicable taxes will be calculated at time of billing.

---

**Year 1 Grand Total: \$2,800.00**

**Annual Third Party Fees: \$0.00**

---

**Infinite Campus Annual License Fees: \$500.00**

**Annual Recurring Total: \$500.00**

**Grand Total: \$2,800.00**

---

6. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE CONSENT DOCKET

Passed by Erika James second by Paul Keeler was approve

Erika James: Yea

Antonia Jennings: Absent

Paul Keeler: Yea

Yea: 2, Nay: 0, Absent: 1

Passed by Paul Keeler second by Erika James was approve

Erika James: Yea

Antonia Jennings: Absent

Paul Keeler: Yea

Yea: 2, Nay: 0, Absent: 1

A. Minutes

Crutcho Public Schools  
Special Meeting Agenda  
March 9, 2021

Conference Room, Crutcho School Building, 2401 N. AIR DEPOT BLVD. , OKLAHOMA CITY, Oklahoma 73141  
12:30 PM

1. CALL TO ORDER
2. ROLL CALL AND DETERMINATION OF QUORUM
  - 2.A. Flag Salute
  - 2.B. Prayer
3. PUBLIC EXPRESSIONS (Limited to three minutes per subject item)\*
4. SUPERINTENDENT'S REPORT
  - 4.A. Introductions of Guests
  - 4.B. Celebrations/ Students of the Month
    - 4.B.1. News 9 Teacher of the Day: Gina Uhl
    - 4.B.2. Students of the Month:  
  
January  
Pre-Kindergarten: Brantley Faulkner  
3rd Grade: Samari Eller  
7th Grade: Devin Chambray  
  
February  
Kindergarten: Zarie McClendon-Davis  
4th Grade: Aaliyah Jackson  
6th Grade: Quintin Shanks  
  
March  
1st Grade: Jewel Coleman  
Virtual Ross: Myles Tokoli  
5th Grade: Roosevelt Williams
  - 4.C. Financial
    - 4.C.1. Treasurer's Report
    - 4.C.2. Financial Report
  - 4.D. Upcoming Events
5. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE GENERAL BUSINESS ITEMS
  - 5.A. Board to consider and take action on a resolution determining the maturities of, and setting a date, time and place for the sale of the \$920,000 General Obligation Building Bonds of the School District.
  - 5.B. Municipal Accounting Contract
  - 5.C. Oklahoma Consulting & Accounting Services Contract
  - 5.D. Employee Travel - Professional Development/Conferences
  - 5.E. Activity Fund Fundraiser Request: Concession - Mike Walker
6. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE CONSENT DOCKET

Consider a request to approve or not approve the items under Consent Docket.

6.A. Minutes

6.B. Transfer of Funds

6.C. Encumbrances and Purchases FY 2020-2021

6.C.1. General Fund (11) P.O. #'s 98-101

6.C.2. Bond Fund (38) P.O. #'s NONE

6.C.3. Building Fund (21) P.O. #'s 24

6.C.4. Child Nutrition (22) P.O. #'s NONE

6.C.5. Gift Fund (81) P.O. #'s NONE

6.C.6. Purchase Order Increases General Fund (11) and Bond Fund (39) and Child-N Fund (22)

6.D. Activity Fund Revenue and Expenditure Report

7. EXECUTIVE SESSION 25 OS 307 (B)(1), TO DISCUSS ITEMS UNDER PERSONNEL

7.A. Re-Employment of School & District Administration:

Harvey Bethany

Melvin Perry

Katherine Oyerinde

8. MOTION , DISCUSSION AND VOTE TO APPROVE OR DISAPPROVE THE PERSONNEL

9. ADJOURNMENT

Any person wishing to address an issue on the agenda must sign in with the Board President and give subject matter prior to roll call. The Board of Education may vote to convene in executive session to discuss any matter on this agenda deemed appropriate and take action on any agenda matter.

Posted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_.M., in the encased outside bulletin board and by the entrance to the District Administration Offices, Crutch Public Schools, 2401 N. Air Depot Blvd., Oklahoma City, Oklahoma.

Name of Person Posting: Sheila Cavett

Title: Superintendent Secretary

Signature: \_\_\_\_\_

B. Encumbrances and Purchases FY 2020-2021

1. General Fund (11) P.O. #'s 102-108

## Purchase Order Register

Options: Year: 2020-2021, Fund: GENERAL FUND (FOR OPERATION), Date Range: 3/2/2021 - 4/9/2021

PO No	Date	Vendor No	Vendor	Description	Amount
102	03/04/2021	53526	GLENN I WASHINGTON	PAYROLL CORRECTION	461.75
103	03/04/2021	53655	RAVONNE D FRENCH	PAYROLL CORRECTION	1,454.71
104	03/04/2021	53589	KRISTYN N SHAWVER	PAYROLL CORRECTION	1,250.01
105	03/25/2021	53713	GRADUATION AUTHORITY	GRADUATION CAPS/GOWNS	908.25
106	03/25/2021	53672	MARIANNE'S RENTALS	GRADUATION STAGE	552.77
107	03/31/2021	53716	ACCUTRAIN CORPORATION	INNOVATIVE SCHOOL	2,550.00
108	04/06/2021	52399	INFINITE CAMPUS	ONLINE REGISTRATION	2,300.00
<b>Non-Payroll Total:</b>					<b>\$9,477.49</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$9,477.49</b>

2. Bond Fund (38) P.O. #'s NONE

**Crutch Public School**  
**Purchase Order Register**

**Options:** Year: 2020-2021, Fund: Bond Fund(s) FY 2017, Date Range: 3/2/2021 - 4/9/2021

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
--------------	-------------	------------------	---------------	--------------------	---------------

<b>Non-Payroll Total:</b>	<u>\$0.00</u>
<b>Payroll Total:</b>	<u>\$0.00</u>
<b>Report Total:</b>	<u><u>                    </u></u>

3. Building Fund (21) P.O. #'s 25-26

## Purchase Order Register

Options: Year: 2020-2021, Fund: BUILDING FUND, Date Range: 3/2/2021 - 4/9/2021

PO No	Date	Vendor No	Vendor	Description	Amount
25	03/08/2021	53316	DIGI SURVEILLANCE SYSTEMS	BLANKET	1,000.00
26	04/06/2021	99999	CRUTCHO SCHOOL	CORRECTING ENTRY	2,308.75
				<b>Non-Payroll Total:</b>	<b>\$3,308.75</b>
				<b>Payroll Total:</b>	<b>\$0.00</b>
				<b>Report Total:</b>	<b>\$3,308.75</b>

4. Child Nutrition (22) P.O. #'s NONE

**Crutch Public School**  
**Purchase Order Register**

**Options:** Year: 2020-2021, Fund: CHILD NUTRITION PROGRAMS FUND, Date Range: 3/2/2021 - 4/9/2021

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
--------------	-------------	------------------	---------------	--------------------	---------------

<b>Non-Payroll Total:</b>	<u>\$0.00</u>
<b>Payroll Total:</b>	<u>\$0.00</u>
<b>Report Total:</b>	<u><u>                    </u></u>

5. Gift Fund (81) P.O. #'s NONE

**Crutcho Public School**  
**Purchase Order Register**

**Options:** Year: 2020-2021, Fund: GIFT FUND, Date Range: 3/2/2021 - 4/9/2021

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
--------------	-------------	------------------	---------------	--------------------	---------------

<b>Non-Payroll Total:</b>	<u>\$0.00</u>
<b>Payroll Total:</b>	<u>\$0.00</u>
<b>Report Total:</b>	<u><u>                    </u></u>

6. Purchase Order Increases General Fund (11) and Bond Fund (39) and Child-N Fund (22)

## Change Order Listing

Options: Fund: GENERAL FUND (FOR OPERATION), Year: 2020-2021, ReferenceDate: PO Date, Date Range: 3/2/2021 - 4/9/2021, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/01/2020	51227	BANK OF OKLAHOMA	BLANKET	286.21
3	07/01/2020	21	CITY OF MIDWEST CITY	BLANKET	7,301.77
4	07/01/2020	9	OG&E	BLANKET	2,441.05
5	07/01/2020	52445	SYMMETRY ENERGY SOLUTIONS	BLANKET	1,733.04
7	07/01/2020	52738	LOGIX	BLANKET	1,124.84
9	07/01/2020	52303	CONSOLIDATED NETWORKS CORP	BLANKET	11,190.37
10	07/01/2020	52573	CRW CONSULTING LLC	BLANKET	1,130.24
16	07/01/2020	50019	OSSBA	BLANKET	2,250.00
20	07/01/2020	51175	OFFICE DEPOT	BLANKET	192.45
26	07/01/2020	53594	A-TEAM TERMITE & PEST CONTROL	BLANKET	435.00
28	07/01/2020	52991	VERIZON WIRELESS	BLANKET	89.02
29	07/01/2020	53003	CONTRACT PAPER GROUP INC	BLANKET	1,176.00
30	07/01/2020	53258	PROSPERITY BANK	BLANKET	1,673.15
58	07/01/2020	53652	COMTEC ELECTRONICS INC	BLANKET	4,419.75
66	07/01/2020	53674	OKLAHOMA LUBE ASSOCIATES	BLANKET	225.21
70	07/01/2020	53678	DESIREE JONES	BLANKET	2,340.00
72	07/09/2020	50014	OSSEGIB	BLANKET	790.26
78	09/17/2020	53621	THE JOURNAL RECORD	BLANKET	58.04
81	11/12/2020	53529	DOROTHY HARDY	BLANKET	225.00
84	12/29/2020	51187	OK ELECTION BOARD	ELECTION FEES	1,238.82
86	01/20/2021	53620	EPCO MECHANICAL INC	BLANKET	19,563.38
91	02/02/2021	52926	APPLE, INC	BLANKET	10,995.00
<b>Non-Payroll Total:</b>					<b>\$70,878.60</b>
<b>Payroll Total:</b>					<b>\$5,058.16</b>
<b>Report Total:</b>					<b>\$75,936.76</b>

**Change Order Listing**

**Options:** Fund: Bond Fund(s) FY 2019, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 3/2/2021 - 4/9/2021,  
Include Negative Changes: False

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
<b>Non-Payroll Total:</b>					<b>\$0.00</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					

## Change Order Listing

**Options:** Fund: CHILD NUTRITION PROGRAMS FUND, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 3/2/2021 - 4/9/2021, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
2	07/01/2020	53528	KEYSTONE FOOD SERVICE	BLANKET	780.02
3	07/01/2020	53182	BROOKS GREASE SERVICE, INC	BLANKET	100.00
5	07/01/2020	51178	AUTOMATIC FIRE CONTROL, INC	BLANKET	174.45
6	07/01/2020	4	SAM'S CLUB	BLANKET	25.26
12	09/23/2020	51113	HAGAR RESTAURANT	BLANKET	166.00
<b>Non-Payroll Total:</b>					<b>\$1,245.73</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$1,245.73</b>

C. Activity Fund Revenue and Expenditure Report

## Crutcho Public School Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 3/1/2021 - 3/31/2021

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 Superintendent Miscellaneous	\$4,859.55	\$0.00	\$0.00	\$271.35	\$4,588.20	\$700.00	\$3,888.20
802 Concession	\$1,672.65	\$0.00	\$0.00	\$0.00	\$1,672.65	\$0.00	\$1,672.65
804 Vocal Music	\$464.33	\$0.00	\$0.00	\$0.00	\$464.33	\$0.00	\$464.33
806 Athletics	\$1,544.98	\$30.00	\$0.00	\$425.60	\$1,149.38	\$237.06	\$912.32
807 1st Grade	\$29.43	\$0.00	\$0.00	\$0.00	\$29.43	\$0.00	\$29.43
808 Pep Club/Cheerleaders	\$402.73	\$0.00	\$0.00	\$0.00	\$402.73	\$0.00	\$402.73
809 Student Council	\$1,316.94	\$0.00	\$0.00	\$0.00	\$1,316.94	\$0.00	\$1,316.94
810 Band	\$116.21	\$0.00	\$0.00	\$0.00	\$116.21	\$0.00	\$116.21
811 Library	\$181.77	\$0.00	\$0.00	\$0.00	\$181.77	\$0.00	\$181.77
812 Book Orders	\$0.05	\$0.00	\$0.00	\$0.00	\$0.05	\$0.00	\$0.05
814 Pre-Kindergarten	\$61.42	\$0.00	\$0.00	\$0.00	\$61.42	\$40.45	\$20.97
815 7th Grade	\$65.38	\$0.00	\$0.00	\$0.00	\$65.38	\$0.00	\$65.38
816 Tech. Students / TSA	\$41.38	\$0.00	\$0.00	\$0.00	\$41.38	\$0.00	\$41.38
819 2nd Grade	\$0.05	\$0.00	\$0.00	\$0.00	\$0.05	\$0.00	\$0.05
821 4th Grade	\$1,100.67	\$0.00	\$0.00	\$0.00	\$1,100.67	\$0.49	\$1,100.18
823 3rd Grade	\$15.03	\$0.00	\$0.00	\$0.00	\$15.03	\$0.00	\$15.03
824 6th Grade	\$7.78	\$0.00	\$0.00	\$0.00	\$7.78	\$0.00	\$7.78
825 8th Grade	\$296.14	\$0.00	\$0.00	\$0.00	\$296.14	\$0.00	\$296.14
826 Staff Account	\$39.59	\$0.00	\$0.00	\$0.00	\$39.59	\$0.00	\$39.59
828 Humanities/Art	\$532.01	\$0.00	\$0.00	\$0.00	\$532.01	\$0.00	\$532.01
831 School Uniforms	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00
832 Principal's Miscellaneous	\$2,345.22	\$0.00	\$0.00	\$0.00	\$2,345.22	\$0.00	\$2,345.22
834 HORNETS	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00	\$0.00	\$20.00
837 YEAR BOOK	\$687.49	\$0.00	\$0.00	\$407.50	\$279.99	\$0.00	\$279.99
838 KINDERGARTEN	\$48.90	\$0.00	\$0.00	\$0.00	\$48.90	\$0.00	\$48.90
839 After School Program PK-2nd	\$557.96	\$0.00	\$0.00	\$0.00	\$557.96	\$0.00	\$557.96
840 CRUTCHO PTO	\$371.63	\$0.00	\$0.00	\$0.00	\$371.63	\$0.00	\$371.63
843 Tiger Store	\$190.52	\$0.00	\$0.00	\$0.00	\$190.52	\$0.00	\$190.52
844 Coca Cola Give	\$344.64	\$0.00	\$0.00	\$0.00	\$344.64	\$0.00	\$344.64
845 Box Tops	\$5,616.35	\$0.00	\$0.00	\$0.00	\$5,616.35	\$0.00	\$5,616.35
<b>Total</b>	<b>\$22,980.80</b>	<b>\$30.00</b>	<b>\$0.00</b>	<b>\$1,104.45</b>	<b>\$21,906.35</b>	<b>\$978.00</b>	<b>\$20,928.35</b>

### CRUTCHO ACTIVITY FUND BANK RECONCILIATION MARCH

CHASE BANK STATEMENT BALANCE PREVIOUS BALANCE	\$23,010.80		
TOTAL DEPOSITS	\$30.00		
CHECKS PAID	\$792.83		
UNPAID PURCHASE ORDERS FY2021	\$311.62		
CASH END BALANCE	\$21,906.65		
BANK FEES			
RETURNED CHECK			
STATEMENT BALANCE	\$22,217.97		
RECONCILED BY	Melvin Perry		



JPMorgan Chase Bank, N.A.  
 P O Box 182051  
 Columbus, OH 43218-2051

February 27, 2021 through March 31, 2021  
 Account Number: **00000710381268**

**CUSTOMER SERVICE INFORMATION**

Web site: **Chase.com**  
 Service Center: **1-800-935-9935**  
 Deaf and Hard of Hearing: **1-800-242-7383**  
 Para Espanol: **1-877-312-4273**  
 International Calls: **1-713-262-1679**

00000532 DRI 662 141 09121 NNNNNNNNNN 1 000000000 60 0000  
 CRUTCHO SCHOOL ACTIVITY  
 2401 N AIR DEPOT  
 OKLAHOMA CITY OK 73141



090600114570001079900100000000

**CHECKING SUMMARY**

Chase Total Checking

	AMOUNT
Beginning Balance	<b>\$23,010.80</b>
Checks Paid	<b>-792.83</b>
Ending Balance	<b>\$22,217.97</b>

**CHECKS PAID**

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
12 ^		03/08	\$407.50 ✓
13 ^		03/11	107.75 ✓
15 * ^		03/29	38.98 ✓
16 ^		03/29	163.60 ✓
17 ^		03/30	75.00 ✓
<b>Total Checks Paid</b>			<b>\$792.83</b>

If you see a description in the Checks Paid section, it means that we received only electronic information about the check, not the original or an image of the check. As a result, we're not able to return the check to you or show you an image.

\* All of your recent checks may not be on this statement, either because they haven't cleared yet or they were listed on one of your previous statements.

^ An image of this check may be available for you to view on Chase.com.

A Monthly Service Fee was not charged to your Chase Total Checking account. Here are the three ways you can avoid this fee during any statement period.

- **Have electronic deposits made into this account totaling \$500.00 or more, such as payments from payroll providers or government benefit providers, by using (i) the ACH network, (ii) the Real Time Payment network, or (iii) third party services that facilitate payments to your debit card using the Visa or Mastercard network.** (You did not have an electronic deposit this statement period)
- **OR, keep a balance at the beginning of each day of \$1,500.00 or more in this account.** (Your balance at the beginning of each day was \$22,292.97)
- **OR, keep an average beginning day balance of \$5,000.00 or more in qualifying linked deposits and investments.** (Your average beginning day balance of qualifying linked deposits and investments was \$22,646.93)



February 27, 2021 through March 31, 2021  
 Account Number: **00000710381268**

**IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:** Call us at 1-866-564-2262 or write us at the address on the front of this statement (non-personal accounts contact Customer Service) immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt. For personal accounts only: We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information:

- Your name and account number
- The dollar amount of the suspected error
- A description of the error or transfer you are unsure of, why you believe it is an error, or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

**IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC TRANSACTIONS:** Contact the bank immediately if your statement is incorrect or if you need more information about any non-electronic transactions (checks or deposits) on this statement. If any such error appears, you must notify the bank in writing no later than 30 days after the statement was made available to you. For more complete details, see the Account Rules and Regulations or other applicable account agreement that governs your account. Deposit products and services are offered by JPMorgan Chase Bank, N.A. Member FDIC

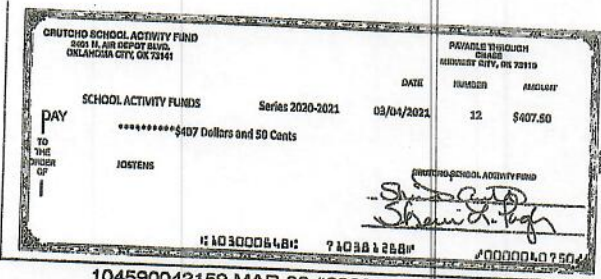


JPMorgan Chase Bank, N.A. Member FDIC

**IMAGES**

ACCOUNT # 00000710381268

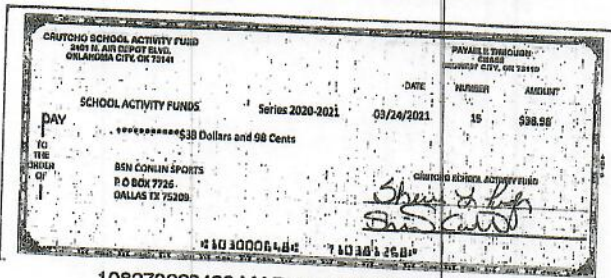
See both front and back images of cleared checks at Chase.com. If you're not enrolled in this free service, please enroll now.



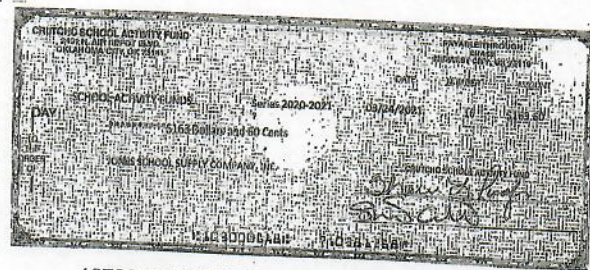
104590042159 MAR 08 #000000012 \$407.50



007370956954 MAR 11 #000000013 \$107.75



108270263460 MAR 29 #000000015 \$38.98



107090781643 MAR 29 #000000016 \$163.60



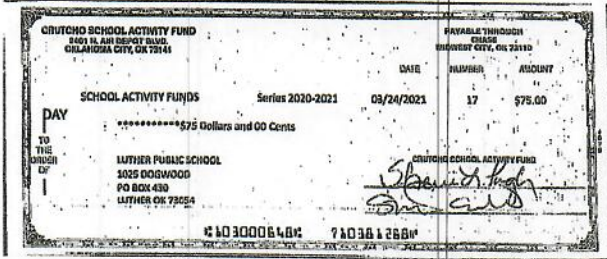
February 27, 2021 through March 31, 2021  
Account Number: **000000710381268**

**IMAGES**

(continued)

ACCOUNT # 000000710381268

See both front and back images of cleared checks at Chase.com. If you're not enrolled in this free service, please enroll now.



103290243648 MAR 30 #0000000017 \$75.00



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# Crutcho Public School

## Receipt Register

Options: Fund: SCHOOL ACTIVITY FUNDS, Show Detail: Yes, Date Range: 3/1/2021 - 3/31/2021, Account: CHASE, Status: All

Receipt No	Date		Received From				Unit	Amount	Status
	Year	Fund	Acct Type	Acct No	Project	Program		Amount	
10	3/25/2021		ESTOPPED PAYMENT					\$30.00	Posted
	2021	60	AR	6140	806	800	105	\$30.00	
						2021	60 Total	\$30.00	

**Year and Fund Totals:**

2021 60 \$30.00

**Total Receipts Posted =** \$30.00

**Total Receipts Not Posted =** \$0.00

## Crutcho Public School Payment Clearing Register

**Options:** Fund: SCHOOL ACTIVITY FUNDS, Show Detail: Yes, Date Range: 3/1/2021 - 3/31/2021, Account: CHASE, Status: All

Clearing No	Date		Account No Payment No	Account Type Amount	Amount	Status
	Year	Fund				
7	3/31/2021		107	AC	\$792.83	Posted
	2021	60	12		\$407.50	
	2021	60	13		\$107.75	
	2021	60	15		\$38.98	
	2021	60	16		\$163.60	
	2021	60	17		\$75.00	
			2021 60 Total		\$792.83	

**Year and Fund Totals:**

2021	60	\$792.83
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**Total Payment Clearing Posted =** \$792.83

**Total Payment Clearing Not Posted =** \$0.00

### Crutch Public School

#### Outstanding Payments

Options: Fiscal Years: 2021, Funds: 60, As Of Date: 3/31/2021

Year	Fund	No	Date	Reg Date	Vendor No	Vendor	Amount
2021	60	14	3/24/2021	3/24/2021	53709	ALL SPORTS UNIFORMS	\$311.62
<b>Total: 2021 60</b>							<b>\$311.62</b>
<b>Total Outstanding:</b>							<b>\$311.62</b>

7. EXECUTIVE SESSION 25 OS 307 (B)(1), TO DISCUSS ITEMS UNDER PERSONNEL

Passed by Erika James second by Paul Keeler was approve

Erika James: Yea

Antonia Jennings: Absent

Paul Keeler: Yea

Yea: 2, Nay: 0, Absent: 1

A. Leslie Dixon - 2020-2021 Paraprofessional

B. Elizabeth Franklin - New Employment 2021-2022 School Year

C. Leslie Dixon - New Employment 2021-2022 School Year

8. MOTION , DISCUSSION AND VOTE TO APPROVE OR DISAPPROVE THE PERSONNEL

Passed by Paul Keeler second by Erika James was approve

Erika James: Yea

Antonia Jennings: Absent

Paul Keeler: Yea

Yea: 2, Nay: 0, Absent: 1

9. NEW BUSINESS

10. ADJOURNMENT

Motion to adjourn at 1:36pm by Paul Keeler second by Erika James was approve

Erika James: Yea

Antonia Jennings: Absent

Paul Keeler: Yea

Yea: 2, Nay: 0, Absent: 1

1:36 PM

---

Antonia Jennings, President

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Paul Keeler, Vice President

---

Erika James, Clerk