



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

**PREPARED BY:** Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer  
**APPROVED BY:** Dr. Janet Vinson, Acting Superintendent  
**DATE:** Jun 10, 2025

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**AGENDA ITEM:**

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

**BOARD ACTION REQUESTED:**

Motion to Approve Certificate and Order to the County Clerk and County Treasurer of Payne County, Oklahoma, Authorizing Kristie Newby as Stillwater Public Schools Treasurer for FY 2025-2026

**BACKGROUND INFORMATION:**

This Certificate and Order fulfills a district requirement requested from the Payne County Clerk and Treasurer.

**CERTIFICATE AND ORDER  
TO COUNTY CLERK AND COUNTY TREASURER**

Stillwater Oklahoma, June 10, 2025

To the County Clerk and County Treasurer of Payne County, Oklahoma.

We, the undersigned, presiding officer and Clerk of the Governing Board of (City, Town, Multi-County, Library, Board of Education, School District, (state which)

Board of Education of Stillwater School District I-16

("Public Body") in said County, State of Oklahoma, hereby authorize you, from and after the date hereof, for the current term or for the remainder of such current term in case of appointment to fill vacancy, such authority to continue until the end of such term, and no longer, unless sooner revoked, to pay over any public funds collected for the aforesaid Public Body in accordance with the provisions of 68 Okl.St. Ann. § 2923, to Kristie K. Newby Address 314 S. Lewis St., Stillwater, OK. 74074, Oklahoma as TREASURER of said Public Body for the term stated; and his legal qualifications for said office are hereby certified to be truly and correctly stated as follows:

- (1) Date Elected or Re-elected September 10 2024 ;
- (2) Date Appointed or Re-Appointed June 10, 2025 (Note 1);
- (3) Filed Surety Bond in sum of one hundred thousand Dollars ( \$100,000.00 ) with Western Surety as Surety;
- (4) Bond Terms begins July 1, 20 25, and Expires/Renews July 1, 20 26 ;
- (5) Number of Bond 67199773 ;
- (6) Date Bond was approved by Governing Board September 10, 20 24 (if applicable); and
- (7) Said new Bond is in custody and control of Payne County Clerk (Note 2), or was deposited with \_\_\_\_\_ for safekeeping.

Approved on \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_ endorsement made.

Signed and Certified at Stillwater, Oklahoma, this 10th day of June, 20 25.

\_\_\_\_\_  
Presiding Officer

\_\_\_\_\_  
Official Title

**ATTESTING  
OFFICER'S SEAL**

**ATTEST:**

\_\_\_\_\_  
Attesting Officer

\_\_\_\_\_  
Official Title

**Note 1: Where Treasurer is appointed for an indefinite term, provide the original date of appointment. This form must be submitted annually even if Treasurer is appointed for an indefinite term, and must be submitted at any time a bond renews or the named Surety changes.**

**Note 2: Treasurer should not have custody of his own bond. If Financial Secretary of City serves both as Clerk and Treasurer, Mayor or other chief officer should have custody.**

**Note 3: See 11 Okl.St. Ann. § 8-105, requiring bond for Treasurer of a municipality; 70 Okl.St. Ann §§ 5-114 & 5-115 requiring bond for Treasurer of a Board of Education; and 65 Okl.St. Ann. § 4-105 requiring bond for Multi-County Library.**

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**CERTIFICATE AND O**

**R D E R**

OF Board of Education  
Name of Public Body

County of Payne

State of Oklahoma, to the County Clerk and  
County Treasurer

Qualifying Kristie K. Newby

Stillwater School District I-16 Okla.,  
as Treasurer of said Public Body.

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Received and Filed this \_\_\_\_\_ day of  
\_\_\_\_\_ 20 \_\_\_\_\_

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County Clerk - County Treasurer

Deputy

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Amount of Bond \$100,000.00

Date of Bond July 1 2025

Bond Expires/Renews July 1 2026

SURETIES

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Print

Clear Form