



**WELLSTON BOARD OF EDUCATION  
BOARD AGENDA**

Regular Meeting, Monday, April 4, 2022, at 6:30 PM  
Administration Building  
708 Birch Avenue  
Wellston, Oklahoma 74881

(Note: The Board may discuss, vote to approve, vote to disapprove, vote to table or decide not to discuss any item on the agenda.)

1. **ROUTINE ITEMS**
  - 1.1. Call to Order
  - 1.2. Roll Call
  - 1.3. Establishment of a Quorum
  - 1.4. Possible consideration and vote to approve Agenda
2. **PUBLIC COMMENT** All meetings of the Board of Education shall be open to the public and any regular meeting shall include an opportunity for the public to address the Board. Public Comments are limited to three (3) minutes and must be related to an agenda item or topic. Any individual wishing to address the board of education must communicate to the superintendent by letter per policy BED-R and BED-E. Where several people wish to address the same subject, a spokesperson must be selected. The Board President may interrupt and terminate any comments that are not in accordance with any of these criteria or in keeping with Board Policy BED-R. Board members may not respond to speakers' comments. See attachment.
3. **REPORTS FROM SCHOOL PERSONNEL AND OTHERS**
  - 3.1. Superintendent's Report
  - 3.2. High School/Middle School Principal's Report
  - 3.3. Elementary Principal's Report
  - 3.4. Booster Club Report
4. **CONSENT AGENDA:** All of the following items, which concern reports and items of routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration and vote of items 4.1. -4.8..
  - 4.1. Approve minutes of the March 3, 2022 board meeting
  - 4.2. Accept Treasurer's Report including: Financial statements, fund balances, expenditures, revenue, warrants, bank summary, bond reports, and investments for the previous month.
  - 4.3. General Fund Payments

- 4.4. Child Nutrition Payments are included with General Fund Payments
- 4.5. Building Fund Payments
- 4.6. Sinking Fund Payment
- 4.7. Bond 31 Payments
- 4.8. Approve Blanket Purchase Order Amount Increases
- 4.9. Discussion and possible action declaring district inventory as surplus
- 5. **BUSINESS (ACTION) ITEMS**
  - 5.1. Discussion and possible action on the Cash Management Agreement with First Bank and Trust Co.
  - 5.2. Discussion and possible action on reviewing capacities for policy FE.
  - 5.3. Discussion and possible action on selecting OSSBA provided training for the required Title IX Coordinator Training.
  - 5.4. Discussion and possible action on renewing a contract with Gabbart for the 2022-2023 school year.
  - 5.5. Discussion and possible action on appointing Dawn Yates as deputy minutes' clerk for the Wellston Board of Education.
  - 5.6. Discussion and possible action on the adoption of the updated policy EGG (PROHIBITION OF RACE AND SEX DISCRIMINATION IN CURRICULUM AND COMPLAINT PROCESS) per OSSBA recommendations.
  - 5.7. Discussion and possible action on options for purchasing land for baseball field parking.
  - 5.8. Discussion and possible action on school farm and survey update.
- 6. **PERSONNEL** Discuss and vote to go into executive session to:
  - (a) Discuss extra duty contracts for personnel for the 2022-2023 fiscal year 25 O.S. § 307(B)(1);
  - (b) Discuss support staff contracts for personnel for the 2022-2023 fiscal year 25 O.S. § 307(B)(1);
  - (c) Discuss the employment of Katherine Papera pursuant to 25 O.S. § 307(B)(1) & 25 O.S. § 307(B)(7);

Confidential communications between the Board and its attorney concerning *Alan Berg and Julianne Berg, as next friend of M.B., a minor v. Independent School District No. 4 of Lincoln County, Oklahoma*, Case No. 22-cv-132-D, United States District Court for the Western District of Oklahoma, the Board having determined, with the advice of its attorney, that disclosure will seriously impair the ability of the District to process the litigation in the public interest pursuant to 25 O.S. § 307(B)(4) & 25 O.S. § 307(B) (7).

  - 6.1. Acknowledge the board's return to open session.
  - 6.2. Executive Session Minutes Compliance Announcement.
  - 6.3. Discussion and possible action on the extra duty contracts for personnel in mass or separately as listed on Exhibit A.
  - 6.4. Discussion and possible action on the support staff contracts for personnel in mass or separately as listed on Exhibit B.
  - 6.5. Discussion and possible action on authorizing the District's legal counsel to undertake actions consistent with discussions had in the executive session.
- 7. **NEW BUSINESS**
- 8. **Information to and from the Board**
- 9. **Adjournment**

POSTED: WELLSTON SCHOOL ADMINISTRATION BUILDING  
DATE: Friday April 1, 2022 at 2:20 p.m.  
POSTED BY: Mike Franz

## Superintendent Report

- Enrollment numbers (as of 4-1-22):
  - ES 266 (PreK - 30)
  - MS 121
  - HS 134
  - Total 521
  
- News:
  - We had our Spring Audit/Accreditation visit on 3-30-2022 with no deficiencies.
  - We will start state testing this week. Mrs. Perdue is the lead and our DTC. Kudos to her for all the preparation and adjustments made to accommodate both sites!
  - Parent teacher conferences were held on March 8th and 10th. Thanks to Mrs. Bennett and Mrs. Papera for organizing. Thanks to the teachers for their time and efforts!
  - Spring Calendar with events is updated online including field trips, activities, end of year events. This is now found at the bottom of our website.
  - School website was updated with input from Mr. Clark and the Gabbart team.
  
- Legislation:
  - SB 2 - prohibits athletes whose biological sex at birth was male from playing on female athletic teams. Parents/guardians of public school athletes (or the student if 18 or older) must sign an annual affidavit acknowledging the student's biological sex at birth. Effective 3/31/2022
  - SB 1511 - prohibits medical marijuana commercial growers from being within 1,000 feet from a public or private school, while grandfathering in facilities currently within 1,000 feet. The bill does not force facilities to move if a public or private school opens within 1,000 feet of their current site. Effective 3/30/2022.

**APRIL Board Report – Middle School****As of 3/31/2022**

## 1. 2021-2022 Middle School Enrollment

<b>CLASS</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
<b>6th</b>	36	35	34	34	33
<b>7th</b>	55	55	53	53	53
<b>8th</b>	28	28	30	31	30
<b>TOTAL</b>	119	118	117	118	116
	<b>JAN</b>	<b>FEB</b>	<b>MARCH</b>	<b>APRIL</b>	<b>MAY</b>
<b>6th</b>	33	33	33	<b>33</b>	
<b>7th</b>	53	53	54	<b>54</b>	
<b>8th</b>	32	32	33	<b>34</b>	
<b>TOTAL</b>	118	118	120	<b>121</b>	

**APRIL Board Report – High School**

## 2. 2021-2022 High School Enrollment

<b>CLASS</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
<b>9th</b>	41	41	40	39	39
<b>10th</b>	36	33	33	39	39
<b>11th</b>	35	33	32	32	32
<b>12th</b>	37	37	36	36	35
<b>TOTAL</b>	137	144	141	146	145
	<b>JAN</b>	<b>FEB</b>	<b>MARCH</b>	<b>APRIL</b>	<b>MAY</b>
<b>9th</b>	39	39	39	<b>37</b>	
<b>10th</b>	35	34	33	<b>34</b>	
<b>11th</b>	30	30	29	<b>27</b>	
<b>12th</b>	35	35	35	<b>35</b>	
<b>TOTAL</b>	139	138	136	<b>133</b>	

March stats: students CAME IN to the district

- 2 students moved into the district (2 moved in to district from Colorado)
- 0 student transferred into the district ( )

March stats: students LEFT the district

- 3 students moved out of the district ( 3 - Epic )
- 1 student dropped.

**2. MS/HS Events**

Book Author Alton Carter visited the MS and gave books to Mrs. Richter and her student Devon Vancuren, *The Boy Who Carried Bricks*, and *Aging Out*. Creative writing classes are doing a Gallery walk project where they research someone who they believe is a model hero – someone who faced adversity or discrimination based on uncontrollable factors.

Devon chose Alton Carter and The Boy Who Carried Bricks. Alton has agreed to also come speak to the school for an Assembly in May.

Prom was April 2nd, 57 students and their dates were in attendance. The Junior Class Sponsors did a beautiful job. Lilianne Perrine was crowned Queen, and Hayden Campbell crowned King.

### **3. State Requirements**

- Teacher evaluations/observations are complete
- 3 Teachers are still working on their Professional Learning Plan Reflection Paper

## April Board Report – Elementary

### 1. 2021-2022 Elementary Enrollment

<b>CLASS</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR (as of 4/4)</b>
<b>P3 (Speech)</b>	1	1	1	1	1	0	0	0
<b>PK (AM)</b>	5	6	6	6	4	4	3	3
<b>PK</b>	27	26	27	27	27	27	27	27
<b>K</b>	36	36	37	34	35	34	34	34
<b>1</b>	38	38	39	40	40	41	41	40
<b>2</b>	53	53	53	52	52	51	50	49
<b>3</b>	35	35	36	35	36	36	36	36
<b>4</b>	37	37	36	36	38	36	36	36
<b>5</b>	40	41	40	40	41	41	40	41
<b>TOTAL</b>	272	273	275	271	274	270	267	266

2 students CAME IN to the district

3 students LEFT the district (2 moved out of district, 1 to EPIC)

### 2. Elementary Attendance

- Percentage of Attendance: 93.9%, cumulative for year (Last year was 95.6%)



Wellston Board of Education Regular Meeting  
Thursday, March 3, 2022 6:30 PM Central  
Administration Building, 708 Birch Avenue, Wellston, Oklahoma 74881

Mallory Ebers: Present  
Crystal Hull: Present  
Tucker McConnell: Present  
Justin Rackley: Present  
Brock Terrell: Present  
Present: 5.

**1. ROUTINE ITEMS**

1.1. Call to Order

Called the meeting to order at 6:31p.m.

1.2. Roll Call

All members present. Also present were Mike Franz - Superintendent, Beth Withrow - Minutes Clerk, Dawn Yates - Treasurer, Katherine Papera - MS/HS Principal, and Alisha Bennett - Elementary Principal.

Others present were Samantha Danker-Jordan, Ralph Osborne, Lauren Richter, Betty Waterson, Sheila Rogers, Todd Beasley, and Bo Rainey.

1.3. Establishment of a Quorum

Quorum was established.

1.4. Possible consideration and vote to approve Agenda

Motion to approve agenda. This motion, made by Brock Terrell and seconded by Justin Rackley, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Tucker McConnell: Yea  
Justin Rackley: Yea  
Brock Terrell: Yea  
Yea: 5, Nay: 0

**2. PUBLIC COMMENT** All meetings of the Board of Education shall be open to the public and any regular meeting shall include an opportunity for the public to address the Board. Public Comments are limited to three (3) minutes and must be related to an agenda item or topic. Any individual wishing to address the board of education must communicate to the superintendent by letter per policy BED-R and BED-E. Where several people wish to address the same subject, a spokesperson must be selected. The Board President may interrupt and terminate any comments that are not in accordance with any of these criteria or in keeping with Board Policy BED-R.

Board members may not respond to speakers' comments. See attachment.  
None.

### 3. REPORTS FROM SCHOOL PERSONNEL AND OTHERS

#### 3.1. Superintendent's Report

Enrollment, Basketball Season Recap, Ms. Stephens presenting at a conference, and School Calendar update.

#### 3.2. High School/Middle School Principal's Report

Enrollment numbers, Taylor McConnell received the 2022 Academic All-State Scholar recognition, February students and teacher of the month and state requirements.

#### 3.3. Elementary Principal's Report

Enrollment numbers, attendance, Elementary Fundraisers, and State requirements.

#### 3.4. Wellston Chamber of Commerce Report

Todd Beasley, vice-president of the Chamber of Commerce; the chamber offers 2 \$500 scholarships for the seniors. The Chamber will be hosting the annual Easter Egg Hunt at the football field.

**4. CONSENT AGENDA:** All of the following items, which concern reports and items of routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration and vote of items 4.1. - 4.7.

Motion to approve Consent Agenda items 4.2. - 4.7. This motion, made by Tucker McConnell and seconded by Crystal Hull, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Tucker McConnell: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

#### 4.1. Approve minutes of the February 10, 2022 board meeting

Motion to approve minutes as amended. This motion, made by Tucker McConnell and seconded by Justin Rackley, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Tucker McConnell: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

4.2. Accept Treasurer's Report including: Financial statements, fund balances, expenditures, revenue, warrants, bank summary, bond reports, and investments for the previous month.

#### 4.3. General Fund Payments

PO numbers 301-326

4.4. Child Nutrition Payments are included with General Fund Payments

4.5. Building Fund Payments

4.6. Bond 31 Payments

4.7. Approve Blanket Purchase Orders

PO numbers 55 and 63

## 5. BUSINESS (ACTION) ITEMS

5.1. Discussion and possible action on the 2022-23 Joint Agreement Contract - Academic Course Offerings and Sophomore Student Enrollment with GCTC.

Motion to approve the 2022-2023 Joint Agreement Contract - Academic Course Offerings and Sophomore Student Enrollment with GCTC. This motion, made by Brock Terrell and seconded by Justin Rackley, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Tucker McConnell: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

5.2. Discussion and possible adoption of policy DA- (Sexual Harassment) per OSSBA recommendations.

Motion to adopt policy DA per OSSBA recommendations. This motion, made by Mallory Ebers and seconded by Crystal Hull, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Tucker McConnell: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

5.3. Discussion and possible adoption of policy DAA - (Nondiscrimination) per OSSBA recommendations.

Motion to approve policy DAA per OSSBA recommendations. This motion, made by Brock Terrell and seconded by Mallory Ebers, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Tucker McConnell: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

5.4. Discussion and possible adoption of policy FB - (Sexual Harassment of Students), FB-E1 (Incident Form), FB-E2 (Written Notice), FB-E3 (Written Report) per OSSBA recommendations.

Motion to adopt policy FB, FB-E1, FB-E2, FB-E3 per OSSBA recommendations. This motion, made by Mallory Ebers and seconded by Crystal Hull, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Tucker McConnell: Yea  
Justin Rackley: Yea  
Brock Terrell: Yea  
Yea: 5, Nay: 0

5.5. Discussion and possible action on approving the 2020-21 school audit.

Motion to approve the 2020-2021 school audit, completed by Ralph Osborne. This motion, made by Mallory Ebers and seconded by Tucker McConnell, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Tucker McConnell: Yea  
Justin Rackley: Yea  
Brock Terrell: Yea  
Yea: 5, Nay: 0

5.6. Discussion and possible action on a contract with Municipal Accounting System for the 2022-2023 school year.

Motion to approve a contract with Municipal Accounting System for the 2022-2023 school year for the accounting software as presented, for student information removing the student records portal. This motion, made by Mallory Ebers and seconded by Tucker McConnell, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Tucker McConnell: Yea  
Justin Rackley: Yea  
Brock Terrell: Yea  
Yea: 5, Nay: 0

5.7. Discussion and possible action on a contract with Ralph Osborne for the 2021-2022 school year audit.

Motion to approve a contract with Ralph Osborne for the 2021-2022 school year audit. This motion, made by Justin Rackley and seconded by Brock Terrell, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Tucker McConnell: Yea  
Justin Rackley: Yea  
Brock Terrell: Yea  
Yea: 5, Nay: 0

**6. NEW BUSINESS**

**7. PERSONNEL** Discuss and vote to go into executive session to:

(a) Discuss regular contracts for certified personnel for the 2022-2023 fiscal year pursuant to 25

O.S. § 307(B)(1);

(b) Discuss temporary contracts for certified personnel for the 2022-2023 fiscal year pursuant to 25 O.S. § 307(B)(1);

(c) Discuss the employment of Katherine Papera pursuant to 25 O.S. § 307(B)(1) & (7);

Confidential communications between the Board and its attorney concerning *Alan Berg and Julianne Berg, as next friend of M.B., a minor v. Independent School District No. 4 of Lincoln County, Oklahoma*, Case No. 22-cv-132-D, United States District Court for the Western District of Oklahoma, the Board having determined, with the advice of its attorney, that disclosure will seriously impair the ability of the District to process the litigation in the public interest pursuant to 25 O.S. § 307(B)(4) & (7).

Motion to go into executive session at 7:40 p.m. This motion, made by Mallory Ebers and seconded by Brock Terrell, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Tucker McConnell: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

7.1. Acknowledge the board's return to open session.

Justin Rackley acknowledged the board's return to open session at 9:57 p.m.

7.2. Executive Session Minutes Compliance Announcement.

Executive minutes compliance given by Justin Rackley.

7.3. Discussion and possible action on the regular teaching contracts of certified personnel in mass or separately as listed on Exhibit A.

Motion to approve the regular teaching contracts of certified personnel in mass as listed on Exhibit A. This motion, made by Tucker McConnell and seconded by Mallory Ebers, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Tucker McConnell: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

7.4. Discussion and possible action on the temporary contracts for certified personnel in mass or separately as listed on Exhibit B.

Motion to approve the temporary contracts for certified personnel in mass as listed in Exhibit B. This motion, made by Tucker McConnell and seconded by Mallory Ebers, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Tucker McConnell: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

7.5. Discussion and possible action on authorizing the District's legal counsel to undertake actions consistent with discussions had in the executive session.

Motion to authorize the District's legal counsel to undertake actions consistent with discussions had in the executive session. This motion, made by Tucker McConnell and seconded by Mallory Ebers, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Tucker McConnell: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

#### **8. Information to and from the Board**

The next regular scheduled board meeting is Monday April 4, 2022 at 6:30 p.m.

#### **9. Adjournment**

Motion to adjourn at 9:59 p.m. This motion, made by Mallory Ebers and seconded by Justin Rackley, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Tucker McConnell: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

# March 2022

General #11		Building #21	
\$ 722,649.63	Balance Forward	\$ 125,307.35	Balance Forward
\$ 376,783.17	Warrants		Warrants
		\$ 550.00	3/1 B.Roat
\$ 13,815.56	3/4 Lincoln County Clerk	\$ 550.00	3/1 G.Grimmett
\$ 29,198.20	3/10 OK Tax Commission	\$ 1,479.58	3/4 Lincoln County Clerk
\$ 12.95	3/15 Logan County Clerk	\$ 1.85	3/15 Logan County Clerk
\$ 14,819.00	3/16 OK Dept. of Career & Tech Ed.	\$ 127,888.78	Balance
\$ 1,003.82	3/17 OSDE Certified in Lieu of		
\$ 2,799.82	3/17 OSDE Support in Lieu of		
\$ 4,796.40	3/17 OSDE Alt Ed		
\$ 5,543.10	3/17 OSDE Support Health Allowance	Building Bond #31	
\$ 19,068.26	3/17 OSDE Certified Health Allowance	\$ 158,810.06	Balance Forward
\$ 171,016.21	3/17 OSDE Financial Support		
\$ 104.49	3/18 Premier INC		
\$ 1,337.38	3/23 OSDE State Matching - Lunches	\$ 158,810.06	Balance
\$ 14,785.90	3/24 OSDE USDA Supply Chain Assistance		
\$ 5,925.58	3/29 OK Land Commission		
\$ 396.44	3/30 Premier Healthca	Sinking Fund #41	
\$ 2.59	3/31 First Bank & Trust MM Interest	\$ 328,557.35	Balance Forward
\$ 88.30	3/31 First Bank & Trust Interest	\$ 2,605.83	3/4 Lincoln County Clerk
\$ 893.00	3/31 Voided Checks	\$ 3.20	3/15 Logan County Clerk
		\$ 331,166.38	Balance
\$ 631,473.46	Balance		

	<u>#900211</u>	
\$	6,116.67	Balance Forward
\$	2.59	Interest earned
<hr/>		
\$	6,119.26	Balance

\$	1,335,324.39	Balance Forward
\$	290,797.46	Revenue
\$	376,783.17	Expenses
<hr/>		
\$	1,249,338.68	Balance

\$	1,416,863.66	Bank Balance
\$	173,643.49	Outstanding Warrants
\$	6,119.26	Money Market
\$	0.75	Bank Check for Kelly Curry
<hr/>		
\$	1,249,338.68	Balance

	<u>General</u>	
\$	285,607.00	Revenue
\$	376,783.17	Expenses

**Revenue vs Expense 2018-2023**

Month	2018-2019		2019-2020		2020-2021		2021-2022		2022-2023	
	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses
July	56,624.00	157,670.00	57,119.00	84,055.00	65,301.93	199,964.59	144,777.92	239,336.08		
August	259,364.00	175,205.00	234,077.00	165,567.00	244,556.28	209,866.72	307,537.94	174,525.72		
September	300,108.00	416,854.00	291,462.00	423,556.00	280,868.41	877,489.10	424,000.31	514,116.06		
October	306,205.00	396,411.00	596,516.00	535,536.00	273,873.37	392,396.57	296,172.12	395,513.40		
November	347,650.00	386,957.00	269,925.00	379,259.00	276,524.56	357,502.14	282,432.71	583,333.66		
December	503,599.00	400,350.00	319,702.00	363,430.00	520,362.55	387,319.07	384,191.86	370,988.92		
January	796,732.00	361,245.00	1,112,561.68	393,215.17	1,039,362.83	346,747.51	1,033,658.15	408,799.00		
February	452,902.00	383,445.00	558,701.96	415,885.97	407,749.44	375,031.55	493,638.47	468,307.74		
March	288,151.00	387,706.00	297,240.50	372,678.76	312,947.00	349,244.13	290,797.46	376,783.17		
April	609,362.00	373,951.00	605,463.53	349,665.39	430,744.12	373,310.60				
May	415,857.00	429,819.00	1,222,301.88	325,136.15	405,732.07	415,541.18				
June	347,581.00	1,303,529.00	362,990.39	1,161,198.85	402,400.23	918,721.19				
Totals	\$4,684,135.00	\$5,173,142.00	\$5,928,060.94	\$4,969,183.29	\$4,660,422.79	\$5,203,134.35	\$3,657,206.94	\$3,531,703.75	\$0.00	\$0.00
over/short		(\$489,007.00)		\$958,877.65		(\$542,711.56)		\$125,503.19		\$0.00

Notes:

General Fund 11 Only

Month	2018-2019		2019-2020		2020-2021		2021-2022		2022-2023	
	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses
July	56,624.00	157,670.00	57,119.00	84,055.00	53,532.62	117,822.18	142,211.93	143,371.66		
August	259,364.00	175,205.00	234,077.00	165,567.00	241,884.24	199,132.46	304,784.09	127,405.72		
September	300,108.00	416,854.00	291,462.00	423,556.00	278,311.64	436,127.09	421,722.16	443,007.58		
October	306,205.00	396,411.00	596,516.00	535,536.00	270,176.93	363,531.50	293,000.00	384,195.90		
November	347,650.00	386,957.00	269,925.00	379,259.00	273,503.96	348,624.36	281,283.24	583,333.66		
December	503,599.00	400,350.00	319,702.00	363,430.00	515,026.42	376,421.52	375,921.95	369,588.92		
January	796,732.00	361,245.00	1,112,561.68	393,215.17	843,635.15	332,497.33	864,094.17	408,799.00		
February	452,902.00	383,445.00	558,701.96	415,885.97	361,403.51	375,031.55	443,327.89	468,307.74		
March	288,151.00	387,706.00	297,240.50	372,678.76	304,549.41	349,244.13	285,607.00	376,783.17		
April	609,362.00	373,951.00	605,463.53	349,665.39	395,237.55	352,455.60				
May	415,857.00	429,819.00	1,222,301.88	325,136.15	388,396.07	415,541.18				
June	347,581.00	1,303,529.00	362,990.39	1,161,198.85	390,849.45	881,721.19				
Totals	4,684,135.00	5,173,142.00	5,928,060.94	4,969,183.29	4,316,506.95	4,548,150.09	3,411,952.43	3,304,793.35		
over/short		(\$489,007.00)		\$958,877.65		(\$231,643.14)		\$107,159.08		\$0.00

# Wellston Public Schools

## Receipt Register

**Options:** Fund: Governmental Funds, Show Detail: Yes, Date Range: 3/1/2022 - 3/31/2022, Account: All, Status: All

Receipt No	Date		Received From				Unit	Amount	Status
	Year	Fund	Acct Type	Acct No	Project	Program		Amount	
181	3/1/2022		B. Roat					\$550.00	Posted
	2022	21	AR	1420	000	000	050	\$550.00	
						2022	21 Total	\$550.00	
182	3/1/2022		G. Grimmett					\$550.00	Posted
	2022	21	AR	1420	000	000	050	\$550.00	
						2022	21 Total	\$550.00	
183	3/4/2022		Lincoln County Clerk					\$17,900.97	Posted
	2022	11	AR	2100	000	000	050	\$1,631.89	
	2022	11	AR	1110	000	000	050	\$10,239.12	
	2022	11	AR	1120	000	000	050	\$112.17	
	2022	11	AR	1352	000	000	050	\$6.56	
	2022	11	AR	2200	000	000	050	\$1,791.19	
	2022	11	AR	3150	000	000	050	\$34.63	
						2022	11 Total	\$13,815.56	
	2022	21	AR	1110	000	000	050	\$1,463.55	
	2022	21	AR	1120	000	000	050	\$16.03	
						2022	21 Total	\$1,479.58	
	2022	41	AR	1110	000	000	050	\$2,572.55	
	2022	41	AR	1120	000	000	050	\$33.28	
						2022	41 Total	\$2,605.83	
184	3/10/2022		OK Tax Commission					\$29,198.20	Posted
	2022	11	AR	3110	000	000	050	\$3,236.23	
	2022	11	AR	3130	000	000	050	\$9,150.74	
	2022	11	AR	3120	000	000	050	\$16,811.23	
						2022	11 Total	\$29,198.20	
185	3/15/2022		Logan County Clerk					\$18.00	Posted
	2022	11	AR	1110	000	000	050	\$12.95	
						2022	11 Total	\$12.95	
	2022	21	AR	1110	000	000	050	\$1.85	
						2022	21 Total	\$1.85	
	2022	41	AR	1110	000	000	050	\$3.20	
						2022	41 Total	\$3.20	
186	3/16/2022		OK Dept. of Career and Tech. Ed.					\$14,819.00	Posted
	2022	11	AR	3812	412	000	050	\$11,159.00	
	2022	11	AR	3811	411	000	050	\$3,660.00	
						2022	11 Total	\$14,819.00	
187	3/17/2022		OK State Department of Education					\$1,003.82	Posted
	2022	11	AR	3250	331	000	050	\$1,003.82	
						2022	11 Total	\$1,003.82	
188	3/17/2022		OK State Department of Education					\$2,799.82	Posted
	2022	11	AR	3250	332	000	050	\$2,799.82	
						2022	11 Total	\$2,799.82	
189	3/17/2022		OK State Department of Education					\$4,796.40	Posted
	2022	11	AR	3310	388	000	050	\$4,796.40	
						2022	11 Total	\$4,796.40	
190	3/17/2022		OK State Department of Education					\$5,543.10	Posted
	2022	11	AR	3250	335	000	050	\$5,543.10	

# Wellston Public Schools

## Receipt Register

**Options:** Fund: Governmental Funds, Show Detail: Yes, Date Range: 3/1/2022 - 3/31/2022, Account: All, Status: All

Receipt No	Date		Received From				Amount	Status		
	Year	Fund	Acct Type	Acct No	Project	Program	Unit		Amount	
							2022 11 Total	\$5,543.10		
191	3/17/2022		OK State Department of Education						\$19,068.26	Posted
	2022	11	AR	3250	334	000	050	\$19,068.26		
							2022 11 Total	\$19,068.26		
192	3/17/2022		OK State Department of Education						\$171,016.21	Posted
	2022	11	AR	3210	000	000	050	\$171,016.21		
							2022 11 Total	\$171,016.21		
193	3/18/2022		Premier INC						\$104.49	Posted
	2022	11	AR	1590	000	000	050	\$104.49		
							2022 11 Total	\$104.49		
194	3/23/2022		OK State Department of Education						\$1,337.38	Posted
	2022	11	AR	3720	385	700	050	\$1,337.38		
							2022 11 Total	\$1,337.38		
195	3/24/2022		OK State Department of Education						\$14,785.90	Posted
	2022	11	AR	4705	759	700	050	\$14,785.90		
							2022 11 Total	\$14,785.90		
196	3/29/2022		OK Land Commission						\$5,925.58	Posted
	2022	11	AR	3140	000	000	050	\$5,925.58		
							2022 11 Total	\$5,925.58		
197	3/30/2022		Premier Healthca						\$396.44	Posted
	2022	11	AR	1590	000	000	050	\$396.44		
							2022 11 Total	\$396.44		
198	3/31/2022		First Bank and Trust MM Interest Earned						\$2.59	Posted
	2022	11	AR	1310	000	000	050	\$2.59		
							2022 11 Total	\$2.59		
199	3/31/2022		First Bank and Trust Interest Earned						\$88.30	Posted
	2022	11	AR	1310	000	000	050	\$88.30		
							2022 11 Total	\$88.30		

**Year and Fund Totals:**

2022	11	\$284,714.00
2022	21	\$2,581.43
2022	41	\$2,609.03

**Total Receipts Posted =** \$289,904.46

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

## Outstanding Payments

Options: Funds: 11-41, As Of Date: 3/31/2022

Year	Fund	No	Date	Reg Date	Vendor No	Vendor	Amount
2021	11	1285	5/1/2021	5/31/2021	13020	ALYSSA M DANKER	\$64.64
2021	11	1728	6/29/2021	6/30/2021	12023	DOLLAR GENERAL - REGIONS 41052	\$105.01
2021	11	1786	6/30/2021	6/30/2021	13	THOMPSON SCHOOL BOOK DEP	\$34326.77
<b>Total: 2021 11</b>							<b>\$34,496.42</b>
2022	11	37	8/1/2021	8/31/2021	12367	AMERICAN FIDELITY HSA	\$300.00
2022	11	54	8/6/2021	8/31/2021	924	OKACTE	\$915.00
2022	11	72	8/6/2021	8/31/2021	546	DECKER EQUIPMENT	\$147.41
2022	11	74	8/6/2021	8/31/2021	379	ARCHWAY	\$15112.63
2022	11	207	9/13/2021	9/30/2021	375	HOBART	\$398.73
2022	11	522	11/8/2021	11/30/2021	13463	SAXON UNIFORM NETWORK, INC.	\$250.00
2022	11	625	11/16/2021	11/30/2021	12450	ROBYN RENEE SMITH	\$1000.00
2022	11	936	2/1/2022	2/28/2022	761	EMPLOYEES GROUP INSURANCE PR	\$32985.88
2022	11	1039	2/10/2022	2/28/2022	13448	IDENTIMETRICS	\$1200.00
2022	11	1043	2/10/2022	2/28/2022	375	HOBART	\$396.66
2022	11	1133	3/1/2022	3/31/2022	12406	LARRY DAVIS	\$357.40
2022	11	1161	3/1/2022	3/31/2022	205	AFLAC	\$685.92
2022	11	1163	3/1/2022	3/31/2022	161	AMERICAN FIDELITY ANNUITY	\$1150.00
2022	11	1164	3/1/2022	3/31/2022	162	AMERICAN FIDELITY ASSURANCE	\$3615.76
2022	11	1165	3/1/2022	3/31/2022	164	CCOSA	\$83.75
2022	11	1166	3/1/2022	3/31/2022	12235	EMPLOYER ADMIN SERVICES	\$300.00
2022	11	1169	3/1/2022	3/31/2022	12706	JOHN HARDEMAN, TRUSTEE	\$1357.00
2022	11	1170	3/1/2022	3/31/2022	824	LIFE INS. COMPANY OF THE SOUTH	\$250.00
2022	11	1172	3/1/2022	3/31/2022	661	PROFESSIONAL OKLAHOMA EDUCA	\$679.00
2022	11	1173	3/1/2022	3/31/2022	348	PRE PAID LEGAL SERVICE	\$298.90
2022	11	1174	3/1/2022	3/31/2022	12417	PRINCIPAL FINANCIAL GROUP	\$213.54
2022	11	1175	3/1/2022	3/31/2022	761	EMPLOYEES GROUP INSURANCE PR	\$32981.20
2022	11	1178	3/1/2022	3/31/2022	115	WELLSTON EDUCATORS ASSOC	\$225.37
2022	11	1181	3/3/2022	3/31/2022	12945	TOWN OF WELLSTON	\$21.22
2022	11	1182	3/3/2022	3/31/2022	821	US FOOD SERVICE INC	\$10069.04
2022	11	1183	3/3/2022	3/31/2022	355	AT&T	\$549.61
2022	11	1184	3/3/2022	3/31/2022	77	OG&E	\$4784.43
2022	11	1185	3/3/2022	3/31/2022	48	ONG	\$3959.09
2022	11	1186	3/3/2022	3/31/2022	704	HILAND DAIRY FOODS CO	\$2632.52
2022	11	1187	3/3/2022	3/31/2022	13262	B&C BUSINESS PRODUCTS	\$622.47
2022	11	1188	3/3/2022	3/31/2022	772	FLEETCOR TECHNOLOGIES	\$1021.14
2022	11	1189	3/3/2022	3/31/2022	342	THE HOME DEPOT PRO INSTITUTIO	\$1313.20
2022	11	1190	3/3/2022	3/31/2022	13342	J.W. PEPPER & SON, INC	\$468.00
2022	11	1191	3/3/2022	3/31/2022	13145	GREEN'S PROPANE, L.L.C.	\$1554.19
2022	11	1192	3/3/2022	3/31/2022	13261	BARLOW ED MANAG SERV	\$492.50
2022	11	1193	3/3/2022	3/31/2022	13342	J.W. PEPPER & SON, INC	\$296.00
2022	11	1194	3/3/2022	3/31/2022	12009	FLINN SCIENTIFIC INC	\$487.31
2022	11	1195	3/3/2022	3/31/2022	12589	CAREER TECH	\$15.00
2022	11	1196	3/3/2022	3/31/2022	144	LOWE'S	\$1184.79
2022	11	1197	3/3/2022	3/31/2022	12556	ATWOODS- JOHN DEERE FINANCI	\$137.88
2022	11	1198	3/3/2022	3/31/2022	12682	GORFAM ATHLETICS	\$1759.87
2022	11	1199	3/3/2022	3/31/2022	12078	AF PLAN SERVE	\$13.00
2022	11	1200	3/3/2022	3/31/2022	159	INTERNAL REVENUE SERVICE	\$1072.72
2022	11	1202	3/3/2022	3/31/2022	12366	ALLIED ELEVATOR SER INC	\$80.00
2022	11	1203	3/3/2022	3/31/2022	13433	JANICE GRAY	\$800.00
2022	11	1204	3/3/2022	3/31/2022	252	ECKROAT SEED	\$145.00

**Wellston Public Schools**  
**Outstanding Payments**

Options: Funds: 11-41, As Of Date: 3/31/2022

Year	Fund	No	Date	Reg Date	Vendor No	Vendor	Amount
2022	11	1205	3/3/2022	3/31/2022	451	ROSENSTEIN FIST & RINGOLD	\$624.00
2022	11	1206	3/3/2022	3/31/2022	12682	GORFAM ATHLETICS	\$1765.00
2022	11	1209	3/3/2022	3/31/2022	781	PERMA-BOUND	\$13.67
2022	11	1211	3/3/2022	3/31/2022	12400	DILLON ENDECOTT	\$378.35
2022	11	1212	3/3/2022	3/31/2022	13504	PREPaRE Program NASP	\$10.00
2022	11	1213	3/3/2022	3/31/2022	12023	DOLLAR GENERAL - REGIONS 41052	\$40.72
2022	11	1214	3/3/2022	3/31/2022	12434	SUMMIT BUS	\$1082.31
2022	11	1215	3/3/2022	3/31/2022	160	OFFICE DEPOT INC	\$657.20
2022	11	1216	3/3/2022	3/31/2022	12376	CAPITAL ONE	\$803.37
2022	11	1218	3/3/2022	3/31/2022	12473	AMAZON CREDITLINE	\$4315.32
2022	11	1219	3/3/2022	3/31/2022	13342	J.W. PEPPER & SON, INC	\$337.00
2022	11	1220	3/8/2022	3/31/2022	13477	EASY ICE, LLC	\$617.00
2022	11	1222	3/28/2022	3/31/2022	13295	FESLER PEST CONTROL LLC	\$120.00
<b>Total: 2022 11</b>							<b>\$139,147.07</b>
<b>Total Outstanding:</b>							<b>\$173,643.49</b>

## Wellston Public Schools

## Balance Sheet

Options: Funds: 11-41, As Of Date: 3/31/2022

Assets				
Cash				
11	2013	GEN FUND-FOR OP		\$0.00
11	2014	GEN FUND-FOR OP		\$0.00
11	2015	GEN FUND-FOR OP		\$0.00
11	2016	GEN FUND-FOR OP		\$0.00
11	2017	GENERAL		\$0.00
11	2018	GENERAL		\$0.00
11	2019	GENERAL		\$0.00
11	2020	GENERAL		\$0.00
11	2021	GENERAL		\$491,380.83
11	2022	GENERAL		\$313,736.12
			Fund 11 Total	\$805,116.95
12	2013	CO-OP FUND-FOR CO-OP		\$0.00
12	2014	CO-OP FUND-FOR CO-OP		\$0.00
12	2015	CO-OP FUND-FOR CO-OP		\$0.00
12	2016	CO-OP FUND-FOR CO-OP		\$0.00
12	2017	CO-OP		\$0.00
12	2018	CO-OP		\$0.00
12	2019	CO-OP		\$0.00
			Fund 12 Total	\$0.00
21	2013	Building		\$0.00
21	2014	Building		\$0.00
21	2015	Building		\$0.00
21	2016	Building		\$0.00
21	2017	BUILDING		\$0.00
21	2018	BUILDING		\$0.00
21	2019	BUILDING		\$0.00
21	2020	BUILDING		\$0.00
21	2021	BUILDING		\$197,171.30
21	2022	BUILDING		(\$69,282.52)
			Fund 21 Total	\$127,888.78
22	2013	CHILD NUTRITION		\$0.00
22	2014	CHILD NUTRITION		\$0.00
22	2015	CHILD NUTRITION		\$0.00
22	2016	CHILD NUTRITION		\$0.00
22	2017	CHILD NUTRITION		\$0.00
22	2018	CHILD NUTRITION		\$0.00
22	2019	CHILD NUTRITION		\$0.00
22	2020	CHILD NUTRITION		\$0.00
			Fund 22 Total	\$0.00
31	2013	BOND FUND		\$0.00
31	2014	BOND FUND		\$0.00
31	2016	BOND FUND		\$0.00
31	2017	BOND		\$0.00
31	2018	BOND		\$0.00
31	2019	BOND		\$0.00
31	2020	BUILDING BOND		\$0.00
31	2021	BUILDING BOND		\$211,024.96
31	2022	BUILDING BOND		(\$52,214.90)
			Fund 31 Total	\$158,810.06

## Wellston Public Schools

## Balance Sheet

Options: Funds: 11-41, As Of Date: 3/31/2022

32	2016	BOND FUND	\$0.00
32	2017	TRANSPORTATION BOND	\$0.00
32	2019	TRANSPORTATION BOND	\$0.00
32	2020	TRANSPORTATION BOND	\$0.00
32	2021	TRANSPORTATION BOND	\$0.00

Fund 32 Total \$0.00

41	2013	Sinking	\$0.00
41	2014	Sinking	\$0.00
41	2015	Sinking	\$0.00
41	2016	Sinking	\$0.00
41	2017	SINKING	\$0.00
41	2018	SINKING	\$0.00
41	2019	SINKING	\$0.00
41	2020	SINKING	\$0.00
41	2021	SINKING	\$191,324.85
41	2022	SINKING	\$139,841.53

Fund 41 Total \$331,166.38Cash Total \$1,422,982.17

## Investments

11	2017	GENERAL	\$0.00
11	2019	GENERAL	\$0.00

Fund 11 Total \$0.00Investments Total \$0.00

## Revenue Receivable

11	2013	GEN FUND-FOR OP	\$0.00
11	2014	GEN FUND-FOR OP	\$0.00
11	2015	GEN FUND-FOR OP	\$0.00
11	2016	GEN FUND-FOR OP	\$0.00
11	2017	GENERAL	\$0.00
11	2018	GENERAL	\$0.00
11	2019	GENERAL	\$0.00
11	2020	GENERAL	\$0.00
11	2021	GENERAL	(\$5,054,800.05)
11	2022	GENERAL	(\$3,396,360.07)

Fund 11 Total (\$8,451,160.12)

12	2013	CO-OP FUND-FOR CO-OP	\$0.00
12	2014	CO-OP FUND-FOR CO-OP	\$0.00
12	2015	CO-OP FUND-FOR CO-OP	\$0.00
12	2016	CO-OP FUND-FOR CO-OP	\$0.00
12	2017	CO-OP	\$0.00
12	2018	CO-OP	\$0.00

Fund 12 Total \$0.00

21	2013	Building	\$0.00
21	2014	Building	\$0.00
21	2015	Building	\$0.00
21	2016	Building	\$0.00
21	2017	BUILDING	\$0.00
21	2018	BUILDING	\$0.00
21	2019	BUILDING	\$0.00
21	2020	BUILDING	\$0.00
21	2021	BUILDING	(\$283,884.76)

## Wellston Public Schools

## Balance Sheet

Options: Funds: 11-41, As Of Date: 3/31/2022

21	2022	BUILDING			(\$94,985.48)
			Fund 21 Total		(\$378,870.24)
22	2013	CHILD NUTRITION			\$0.00
22	2014	CHILD NUTRITION			\$0.00
22	2015	CHILD NUTRITION			\$0.00
22	2016	CHILD NUTRITION			\$0.00
22	2017	CHILD NUTRITION			\$0.00
22	2018	CHILD NUTRITION			\$0.00
22	2019	CHILD NUTRITION			(\$245,039.16)
22	2020	CHILD NUTRITION			\$0.00
			Fund 22 Total		(\$245,039.16)
31	2013	BOND FUND			\$0.00
31	2014	BOND FUND			\$0.00
31	2015	BOND FUND			\$0.00
31	2016	BOND FUND			\$0.00
31	2017	BOND			\$0.00
31	2018	BOND			\$0.00
31	2019	BOND			\$0.00
31	2020	BUILDING BOND			\$0.00
31	2021	BUILDING BOND			(\$565,829.87)
			Fund 31 Total		(\$565,829.87)
32	2013	BOND FUND			\$0.00
32	2016	BOND FUND			\$0.00
32	2017	TRANSPORTATION BOND			\$0.00
32	2020	TRANSPORTATION BOND			\$0.00
32	2021	TRANSPORTATION BOND			(\$160,000.00)
			Fund 32 Total		(\$160,000.00)
41	2013	Sinking			\$0.00
41	2014	Sinking			\$0.00
41	2015	Sinking			\$0.00
41	2016	Sinking			\$0.00
41	2017	SINKING			\$0.00
41	2018	SINKING			\$0.00
41	2019	SINKING			\$0.00
41	2020	SINKING			\$0.00
41	2021	SINKING			(\$212,179.85)
41	2022	SINKING			(\$150,269.03)
			Fund 41 Total		(\$362,448.88)
			Revenue Receivable Total		(\$10,163,348.27)
			Assets Total		(\$8,740,366.10)

**Liabilities, Reserves and Fund Balance****Outstanding Warrants**

11	2016	GEN FUND-FOR OP			\$0.00
11	2017	GENERAL			\$0.00
11	2018	GENERAL			\$0.00
11	2019	GENERAL			\$0.00
11	2020	GENERAL			\$0.00
11	2021	GENERAL			\$34,496.42
11	2022	GENERAL			\$139,147.07
			Fund 11 Total		\$173,643.49

# Wellston Public Schools

## Balance Sheet

Options: Funds: 11-41, As Of Date: 3/31/2022

12	2017	CO-OP		\$0.00
				Fund 12 Total
				\$0.00
21	2017	BUILDING		\$0.00
21	2018	BUILDING		\$0.00
21	2019	BUILDING		\$0.00
21	2020	BUILDING		\$0.00
21	2021	BUILDING		\$0.00
21	2022	BUILDING		\$0.00
				Fund 21 Total
				\$0.00
22	2016	CHILD NUTRITION		\$0.00
22	2017	CHILD NUTRITION		\$0.00
22	2018	CHILD NUTRITION		\$0.00
22	2019	CHILD NUTRITION		\$0.00
22	2020	CHILD NUTRITION		\$0.00
				Fund 22 Total
				\$0.00
31	2016	BOND FUND		\$0.00
31	2017	BOND		\$0.00
31	2018	BOND		\$0.00
31	2019	BOND		\$0.00
31	2020	BUILDING BOND		\$0.00
31	2021	BUILDING BOND		\$0.00
31	2022	BUILDING BOND		\$0.00
				Fund 31 Total
				\$0.00
32	2017	TRANSPORTATION BOND		\$0.00
32	2021	TRANSPORTATION BOND		\$0.00
				Fund 32 Total
				\$0.00
41	2017	SINKING		\$0.00
41	2018	SINKING		\$0.00
41	2019	SINKING		\$0.00
41	2020	SINKING		\$0.00
41	2021	SINKING		\$0.00
41	2022	SINKING		\$0.00
				Fund 41 Total
				\$0.00
			Outstanding Warrants Total	\$173,643.49

**Fund Balance**

11	2013	GEN FUND-FOR OP		\$0.00
11	2014	GEN FUND-FOR OP		\$0.00
11	2015	GEN FUND-FOR OP		\$0.00
11	2016	GEN FUND-FOR OP		\$0.00
11	2017	GENERAL		\$0.00
11	2018	GENERAL		\$0.00
11	2019	GENERAL		\$0.00
11	2020	GENERAL		\$0.00
11	2021	GENERAL		(\$4,597,915.64)
11	2022	GENERAL		(\$3,221,771.02)
				Fund 11 Total
				(\$7,819,686.66)
12	2013	CO-OP FUND-FOR CO-OP		\$0.00
12	2014	CO-OP FUND-FOR CO-OP		\$0.00
12	2015	CO-OP FUND-FOR CO-OP		\$0.00
12	2016	CO-OP FUND-FOR CO-OP		\$0.00
12	2017	CO-OP		\$0.00

## Wellston Public Schools

## Balance Sheet

Options: Funds: 11-41, As Of Date: 3/31/2022

12	2018	CO-OP		\$0.00
			Fund 12 Total	\$0.00
21	2013	Building		\$0.00
21	2014	Building		\$0.00
21	2015	Building		\$0.00
21	2016	Building		\$0.00
21	2017	BUILDING		\$0.00
21	2018	BUILDING		\$0.00
21	2019	BUILDING		\$0.00
21	2020	BUILDING		\$0.00
21	2021	BUILDING		(\$86,713.46)
21	2022	BUILDING		(\$164,268.00)
			Fund 21 Total	(\$250,981.46)
22	2013	CHILD NUTRITION		\$0.00
22	2014	CHILD NUTRITION		\$0.00
22	2015	CHILD NUTRITION		\$0.00
22	2016	CHILD NUTRITION		\$0.00
22	2017	CHILD NUTRITION		\$0.00
22	2018	CHILD NUTRITION		\$0.00
22	2019	CHILD NUTRITION		(\$245,039.16)
22	2020	CHILD NUTRITION		\$0.00
			Fund 22 Total	(\$245,039.16)
31	2013	BOND FUND		\$0.00
31	2014	BOND FUND		\$0.00
31	2015	BOND FUND		\$0.00
31	2016	BOND FUND		\$0.00
31	2017	BOND		\$0.00
31	2018	BOND		\$0.00
31	2019	BOND		\$0.00
31	2020	BUILDING BOND		\$0.00
31	2021	BUILDING BOND		(\$354,804.91)
31	2022	BUILDING BOND		(\$52,214.90)
			Fund 31 Total	(\$407,019.81)
32	2013	BOND FUND		\$0.00
32	2016	BOND FUND		\$0.00
32	2017	TRANSPORTATION BOND		\$0.00
32	2021	TRANSPORTATION BOND		(\$160,000.00)
			Fund 32 Total	(\$160,000.00)
41	2013	Sinking		\$0.00
41	2014	Sinking		\$0.00
41	2015	Sinking		\$0.00
41	2016	Sinking		\$0.00
41	2017	SINKING		\$0.00
41	2018	SINKING		\$0.00
41	2019	SINKING		\$0.00
41	2020	SINKING		\$0.00
41	2021	SINKING		(\$20,855.00)
41	2022	SINKING		(\$10,427.50)
			Fund 41 Total	(\$31,282.50)
			Fund Balance Total	(\$8,914,009.59)
			Liabilities, Reserves and Fund Balance Total	(\$8,740,366.10)

# Wellston Public Schools

## Revenue By Month

Options: Fiscal Year: 2022, Funds: 11-41

Account	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun	Total
AR 1110	\$2,824.57	\$0.00	\$0.00	\$0.00	\$0.00	\$24,677.07	\$593,429.00	\$169,784.15	\$14,293.22	\$0.00	\$0.00	\$0.00	\$805,008.01
AR 1120	\$1,478.85	\$4,371.34	\$5,121.82	\$6,793.12	\$162.09	\$640.26	\$2,302.37	\$3,960.50	\$161.48	\$0.00	\$0.00	\$0.00	\$24,991.83
AR 1310	\$58.57	\$69.14	\$84.25	\$79.26	\$66.72	\$54.07	\$93.21	\$90.96	\$90.89	\$0.00	\$0.00	\$0.00	\$687.07
AR 1352	\$3.82	\$0.19	\$0.74	\$0.43	\$0.44	\$0.00	\$1.38	\$4.19	\$6.56	\$0.00	\$0.00	\$0.00	\$17.75
AR 1410	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00
AR 1420	\$1,234.41	\$1,419.00	\$720.01	\$1,100.00	\$1,100.00	\$1,100.00	\$1,100.00	\$0.00	\$1,100.00	\$0.00	\$0.00	\$0.00	\$8,873.42
AR 1440	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$950.00
AR 1530	\$0.00	\$56.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$306.00
AR 1590	\$950.00	\$65.00	\$0.00	\$0.00	\$0.00	\$142.93	\$288.44	\$0.00	\$500.93	\$0.00	\$0.00	\$0.00	\$1,947.30
AR 1610	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$241.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$241.00
AR 1690	\$0.00	\$0.00	\$0.00	\$1,573.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,573.93
AR 2100	\$377.96	\$523.37	\$395.27	\$2,851.48	\$146.55	\$1,459.65	\$132,539.11	\$16,832.37	\$1,631.89	\$0.00	\$0.00	\$0.00	\$156,757.65
AR 2200	\$2,091.16	\$1,475.28	\$25,833.69	\$2,277.60	\$1,572.87	\$2,326.91	\$1,924.50	\$2,002.10	\$1,791.19	\$0.00	\$0.00	\$0.00	\$41,295.30
AR 3110	\$2,312.18	\$3,128.73	\$3,487.87	\$3,446.55	\$3,877.84	\$3,795.54	\$5,034.79	\$4,507.38	\$3,236.23	\$0.00	\$0.00	\$0.00	\$32,827.11
AR 3120	\$22,648.34	\$0.00	\$23,691.24	\$20,092.84	\$20,126.27	\$19,698.63	\$20,285.30	\$20,071.48	\$16,811.23	\$0.00	\$0.00	\$0.00	\$163,425.33
AR 3130	\$6,873.80	\$7,566.31	\$8,654.67	\$9,142.37	\$8,758.41	\$7,770.64	\$7,323.70	\$7,452.33	\$9,150.74	\$0.00	\$0.00	\$0.00	\$72,692.97
AR 3140	\$6,875.39	\$3,496.98	\$5,528.13	\$6,733.39	\$5,103.81	\$6,110.85	\$11,137.07	\$6,664.69	\$5,925.58	\$0.00	\$0.00	\$0.00	\$57,575.89
AR 3150	\$72.09	\$23,217.54	\$51.94	\$69.25	\$51.94	\$51.94	\$7.27	\$86.57	\$34.63	\$0.00	\$0.00	\$0.00	\$23,643.17
AR 3160	\$2.50	\$0.00	\$13.06	\$10.90	\$0.00	\$4.89	\$0.00	\$2.25	\$0.00	\$0.00	\$0.00	\$0.00	\$33.60
AR 3210	\$0.00	\$169,739.88	\$188,591.55	\$169,735.95	\$169,735.94	\$169,735.94	\$176,578.16	\$172,360.97	\$171,016.21	\$0.00	\$0.00	\$0.00	\$1,387,494.60
AR 3250	\$0.00	\$33,838.74	\$33,838.75	\$33,838.74	\$33,838.75	\$33,190.84	\$33,709.18	\$33,709.16	\$28,415.00	\$0.00	\$0.00	\$0.00	\$264,379.16
AR 3310	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,592.80	\$4,796.40	\$0.00	\$0.00	\$0.00	\$14,389.20
AR 3415	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,754.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,754.40
AR 3420	\$0.00	\$45,304.03	\$0.00	\$0.00	\$0.00	\$0.00	\$314.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,618.03
AR 3435	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,321.73	\$0.00	\$0.00	\$0.00	\$0.00	\$18,321.73
AR 3620	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.99	\$0.00	\$0.00	\$0.00	\$0.00	\$40.99
AR 3720	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,337.38	\$0.00	\$0.00	\$0.00	\$1,337.38
AR 3811	\$0.00	\$0.00	\$3,660.00	\$0.00	\$0.00	\$8,460.00	\$0.00	\$0.00	\$3,660.00	\$0.00	\$0.00	\$0.00	\$15,780.00
AR 3812	\$0.00	\$0.00	\$11,159.00	\$0.00	\$0.00	\$11,159.00	\$0.00	\$0.00	\$11,159.00	\$0.00	\$0.00	\$0.00	\$33,477.00
AR 4140	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,767.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,767.22
AR 4180	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,394.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,394.50
AR 4210	\$89,625.08	\$7,969.37	\$0.00	\$0.00	\$0.00	\$1,540.00	\$20,930.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120,065.26
AR 4271	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,395.10	\$12,600.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,995.34
AR 4310	\$0.00	\$4,066.12	\$0.00	\$0.00	\$0.00	\$19,009.62	\$13,809.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,885.36
AR 4689	\$0.00	\$0.00	\$80,647.09	\$0.00	\$0.00	\$1,575.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$82,222.96
AR 4705	\$0.00	\$0.00	\$5,058.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,785.90	\$0.00	\$0.00	\$0.00	\$19,844.30
AR 4706	\$0.00	\$0.00	\$0.00	\$614.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$614.00
AR 4710	\$0.00	\$807.37	\$12,171.02	\$30,114.55	\$25,183.97	\$25,641.62	\$0.00	\$19,553.94	\$0.00	\$0.00	\$0.00	\$0.00	\$113,472.47
AR 4720	\$0.00	\$423.55	\$3,063.34	\$7,697.76	\$6,845.74	\$7,493.37	\$0.00	\$5,560.31	\$0.00	\$0.00	\$0.00	\$0.00	\$31,084.07
AR 4760	\$0.00	\$0.00	\$693.33	\$0.00	\$2,697.15	\$0.00	\$0.00	\$989.60	\$0.00	\$0.00	\$0.00	\$0.00	\$4,380.08
AR 4821	\$7,349.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,349.20

<b>Total</b>	\$144,777.92	\$307,537.94	\$412,465.17	\$296,172.12	\$279,268.49	\$384,191.86	\$1,033,658.15	\$493,638.47	\$289,904.46	\$0.00	\$0.00	\$0.00	\$3,641,614.58
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# Wellston Public Schools

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 3/1/2022 - 3/31/2022

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 ATHLETICS	\$11,937.70	\$1,658.00	\$0.00	\$1,404.98	\$12,190.72	\$0.00	\$12,190.72
802 FFA	\$20,535.97	\$16,893.00	\$0.00	\$24,038.87	\$13,390.10	\$0.00	\$13,390.10
804 CLASS OF 2022	\$2,828.73	\$0.00	\$0.00	\$0.00	\$2,828.73	\$0.00	\$2,828.73
805 CLASS OF 2023	\$7,880.93	\$800.00	\$0.00	\$1,650.03	\$7,030.90	\$0.00	\$7,030.90
806 CLASS OF 2024	\$212.34	\$0.00	\$0.00	\$0.00	\$212.34	\$0.00	\$212.34
807 WEA	\$2,956.60	\$0.00	\$0.00	\$0.00	\$2,956.60	\$0.00	\$2,956.60
808 H.S. SOFTBALL	\$4,232.68	\$0.00	\$0.00	\$125.00	\$4,107.68	\$0.00	\$4,107.68
809 FCCLA	\$1,417.91	\$0.00	\$0.00	\$269.82	\$1,148.09	\$0.00	\$1,148.09
811 MURAL FUND	\$489.50	\$0.00	\$0.00	\$0.00	\$489.50	\$0.00	\$489.50
812 ANNUAL	\$15,342.66	\$1,425.00	\$0.00	\$0.00	\$16,767.66	\$0.00	\$16,767.66
814 H.S. CHEERLEADERS	\$7,382.02	\$261.00	\$0.00	\$2,976.39	\$4,666.63	\$0.00	\$4,666.63
815 FOOTBALL	\$458.22	\$0.00	\$0.00	\$0.00	\$458.22	\$0.00	\$458.22
818 BAND	\$2,936.66	\$0.00	\$0.00	\$0.00	\$2,936.66	\$0.00	\$2,936.66
819 PETTY CASH	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00
820 COUNSELOR	\$316.00	\$0.00	\$0.00	\$0.00	\$316.00	\$0.00	\$316.00
821 M.S. CHEERLEADERS	\$410.88	\$600.00	\$0.00	\$0.00	\$1,010.88	\$0.00	\$1,010.88
823 SPANISH CLUB	\$289.11	\$0.00	\$0.00	\$0.00	\$289.11	\$0.00	\$289.11
824 NATIONAL HONOR SOCIETY	\$36.43	\$0.00	\$0.00	\$0.00	\$36.43	\$0.00	\$36.43
827 SPEECH/DRAMA	\$207.02	\$0.00	\$0.00	\$0.00	\$207.02	\$0.00	\$207.02
828 ART CLASS	\$684.85	\$0.00	\$0.00	\$0.00	\$684.85	\$0.00	\$684.85
832 FELLOWSHIP CHRISTIAN ATHLETES	\$30.34	\$0.00	\$0.00	\$0.00	\$30.34	\$0.00	\$30.34
834 H.S. BASEBALL	\$6,367.48	\$938.00	\$0.00	\$1,375.90	\$5,929.58	\$0.00	\$5,929.58
835 CHILD NUTRITION	\$8,584.86	\$1,805.24	\$0.00	\$0.00	\$10,390.10	\$0.00	\$10,390.10
837 MISCELLANEOUS	\$4,878.87	\$83.18	\$0.00	\$0.00	\$4,962.05	\$0.00	\$4,962.05
839 AP	\$103.94	\$0.00	\$0.00	\$0.00	\$103.94	\$0.00	\$103.94
843 LIBRARY	\$443.19	\$68.00	\$0.00	\$17.50	\$493.69	\$0.00	\$493.69
844 GENERAL FUND REFUND	\$2,045.00	\$30.00	\$0.00	\$0.00	\$2,075.00	\$0.00	\$2,075.00
846 SCIENCE CLUB	\$77.51	\$0.00	\$0.00	\$0.00	\$77.51	\$0.00	\$77.51
850 M.S. MISC	\$19,751.87	\$0.00	\$0.00	\$0.00	\$19,751.87	\$0.00	\$19,751.87
851 H.S. MISC	\$590.89	\$38.00	\$0.00	\$51.10	\$577.79	\$0.00	\$577.79
852 GIRLS BASKETBALL	\$1,164.48	\$0.00	\$0.00	\$93.02	\$1,071.46	\$0.00	\$1,071.46
853 BOYS BASKETBALL	\$4,155.62	\$0.00	\$0.00	\$1,016.38	\$3,139.24	\$0.00	\$3,139.24
856 BPA	\$1,734.18	\$0.00	\$0.00	\$375.00	\$1,359.18	\$0.00	\$1,359.18
858 TEACHER OF THE YEAR	\$624.00	\$91.00	\$0.00	\$0.00	\$715.00	\$0.00	\$715.00
859 BILL FORGEY SCHOLARSHIP FUND	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00
860 TROY SWAFFORD SCHOLARSHIP	\$875.00	\$0.00	\$0.00	\$0.00	\$875.00	\$0.00	\$875.00
861 APRIL COLLINS POTTERFIELD SCHOLARSHIP	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
<b>Total</b>	<b>\$133,583.44</b>	<b>\$24,690.42</b>	<b>\$0.00</b>	<b>\$33,393.99</b>	<b>\$124,879.87</b>	<b>\$0.00</b>	<b>\$124,879.87</b>

## Encumbrance Register

Options: Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 327 - 348, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	327	02/01/2022	13517	HOLT TRUCK CENTERS	BUS PARTS (1 & 5)	253.72
11	328	03/15/2022	972	JOHNSTONE SUPPLY	AC/HEAT PART	367.51
11	329	01/15/2022	451	ROSENSTEIN FIST & RINGOLD	LEGAL FEES	1,794.00
11	330	02/01/2022	12078	AF PLAN SERVE	MONTHLY BILLING	13.00
11	331	03/15/2022	75	JACKSON ELECTRIC	ELEM LIGHTS & SOFTBALL LIGHTS	1,765.64
11	332	02/01/2022	13406	Katherine Ann Papera	MILEAGE	287.50
11	333	03/01/2022	865	RALPH OSBORN	AUDIT	3,200.00
11	334	03/01/2022	121	TEEL OSWALD	TESTING	1,150.00
11	335	03/01/2022	13433	JANICE GRAY	TESTING	2,000.00
11	336	07/01/2021	13216	BOBBIE J RACKLEY	BUS DRIVER PHSY	60.00
11	337	03/01/2022	25	OKLA STATE SCHOOL BOARDS ASSOC	SPRING TRAINING	750.00
11	338	03/15/2022	12366	ALLIED ELEVATOR SER INC	PHONE MONITORING	20.00
11	339	03/01/2022	144	LOWE'S	MAINTENANCE SUPPLIES	892.78
11	340	02/15/2022	12138	OREILLY AUTO PARTS	MAINTENANCE SUPPLIES	102.22
11	341	03/01/2022	780	OKLA THERAPY CONSULTANTS	OCCUPATIONAL THERAPY	8,435.00
11	342	02/01/2022	160	OFFICE DEPOT INC	MONTHLY BILLING	748.66
11	343	01/01/2022	12473	AMAZON CREDITLINE	IT, MAINTENANCE, 412	3,068.74
11	344	03/01/2022	12023	DOLLAR GENERAL - REGIONS 410526	MONTHLY BILLING	27.68
11	345	02/15/2022	12376	CAPITAL ONE	MONTHLY BILLING	891.72
11	346	02/01/2022	13428	RILEY DANKER	412 REIMBURSEMENTS	265.07
11	347	03/01/2022	12266	KRISTA MOTLEY, MS, CCC-SLP	SPEECH LANGUAGE PATHOLOGY	6,873.75
11	348	03/01/2022	12147	SAFEGUARD FIRE LLC	FIRE ALARM ANNUAL COPPER MONITORING	300.00
<b>Non-Payroll Total:</b>						<b>\$33,266.99</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$33,266.99</b>

**Wellston Public Schools**  
**Budget Analysis****Options:** Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, Print Detail: False

<b>Classification</b>	<b>Appropriation</b>	<b>Encumbered</b>	<b>Paid</b>	<b>Encumbered Balance</b>	<b>Unencumbered Balance</b>	<b>% Enc Budget</b>
2021-2022						
11 GENERAL	5,099,548.84	4,818,169.88	3,550,533.30	1,267,636.58	281,378.96	94.48%
<b>Total 2021-2022</b>	<b>\$5,099,548.84</b>	<b>\$4,818,169.88</b>	<b>\$3,550,533.30</b>	<b>\$1,267,636.58</b>	<b>\$281,378.96</b>	<b>94.48 %</b>
<b>Report Total</b>	<b>\$5,099,548.84</b>	<b>\$4,818,169.88</b>	<b>\$3,550,533.30</b>	<b>\$1,267,636.58</b>	<b>\$281,378.96</b>	<b>94.48 %</b>

## Report Request

**Date Range:** 7/1/2021 - 6/30/2022

**Classification Bolding:** N/A

**Print Detail:** No

Dimension	Group Order	Total	Bold	Filter
Fiscal Year	1	Yes	No	2022
Fund	2	No	No	11
Project	N/A	N/A	N/A	
Function	N/A	N/A	N/A	
Object	N/A	N/A	N/A	
Program	N/A	N/A	N/A	
Subject	N/A	N/A	N/A	
JobClass	N/A	N/A	N/A	
Unit	N/A	N/A	N/A	

## Unpaid Encumbrances

**Options:** Year: 2021-2022, Fund: SINKING, As Of Date: 6/30/2022, Include Only Certified: False

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
2	03/02/2022	498	UMB BANK NA	BOND PAYMENT & INTEREST PAYMENT	225,427.50
<b>Non-Payroll Total:</b>					<b>\$225,427.50</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$225,427.50</b>

## Encumbrance Register

**Options:** Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 53 - 53, Fund Codes: 11

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
11	53	07/01/2021	13295	FESLER PEST CONTROL LLC	EXTERMINATOR	1,560.00
<b>Non-Payroll Total:</b>						<b>\$1,560.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$1,560.00</b>

INCREASE BY \$120 TO COVER LAST MONTH OF YEAR

**Encumbrance Register**

**Options:** Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 59 - 59, Fund Codes: 11

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
11	59	07/01/2021	48	ONG	MONTHLY BILLING	24,400.00
<b>Non-Payroll Total:</b>						<b>\$24,400.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$24,400.00</b>

INCREASE BY \$9000 BASED ON \$3000 PER MONTH BILL AND USING ALL OF PREVIOUSLY ALLOTTED AMOUNT

**Encumbrance Register**

**Options:** Year: 2021-2022, Date Range: 7/1/2021 - 6/30/2022, PO Range: 66 - 66, Fund Codes: 11

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
11	66	07/01/2021	12024	CLEARWATER ENTERPRISES, LLC	MONTHLY BILLING	9,600.00
<b>Non-Payroll Total:</b>						<b>\$9,600.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$9,600.00</b>

INCREASE BY \$4600 BASED ON INCREASED PRICES THROUGH WINTER

## 2022 April Surplus

<b>Item</b>	<b>Quantity</b>	<b>Date Surplused</b>	<b>Date Removed</b>	<b>Notes</b>
Speaker	1	4-4-22		
Canon Toner	2 boxes	4-4-22		New Copiers
Katun Toner	1 box	4-4-22		"
Computer Monitors	2	4-4-22		
Tripod	1	4-4-22		
Laminator	1	4-4-22		
Scanner	1	4-4-22		
Projector	1	4-4-22		

**CASH MANAGEMENT SERVICES APPLICATION**

The undersigned hereby makes application with **First Bank & Trust Co.** to originate Automated Clearing House (ACH) transactions and/or Wire transfers via the Internet Banking Cash Management Service. Applicant hereby represents and warrants that:

1. As a business entity, the undersigned is authorized to represent the entity by signing this application and each person signing financial statements or any other documents are duly authorized to do so.
2. The entity is in good legal standing in the State of Oklahoma.
3. No legal or contractual bars exist to making this application.
4. No litigation, existing or threatened, if adversely determined would significantly affect the ability of the undersigned to fund transactions.
5. No defaults under any other contractual agreements exist where the undersigned is bound.
6. All information furnished under this application and in connection herewith is true, correct and complete.
7. If services are approved, would you anticipate that the transactions would involve commingling of funds owned by more than one legal entity?  Yes  No

Whether First Bank & Trust Co. determines to approve or renew this request, the undersigned understands and agrees that First Bank & Trust Co. will rely upon the information set forth in this application and furnished in connection herewith.

The undersigned authorizes First Bank & Trust Co. to gather all business information, including all credit and investigative reports relevant to the approval of this request and relevant to the continued EFT/ACH/Wire relationship of the undersigned and First Bank & Trust Co. The undersigned further requests and authorizes all creditor and all reporting agencies to furnish such information to First Bank & Trust Co.

The undersigned acknowledges that this completed and signed application is merely an application for Internet Banking Cash Management services, and that the final terms of services, if approved, will be subject to the First Bank & Trust Co. Cash Management Master Agreement, and that until a such agreement is entered into, with set-up charges paid, or until the service originates, no commitment exists.

The undersigned represent and warrant that, except as expressly disclosed below, the undersigned have no knowledge of any fact which does or with the passage of time could materially and adversely affect the service worthiness of the undersigned for purposes of either obtaining or paying this service.

In the event the above requested service is approved, the undersigned hereby agree to provide First Bank & Trust Co. with updated financial information as First Bank & Trust Co. may request.

Date \_\_\_\_\_

First Bank & Trust Co

\_\_\_\_\_

By/Title \_\_\_\_\_

By/Title \_\_\_\_\_

FIRST BANK & TRUST CO. USE ONLY		
CREDIT DECISION (APPROVED OR DECLINED):	APPROVED DAILY ACH FILE LIMIT:	APPROVED DAILY WIRE FILE LIMIT:
IF DECLINED, PROVIDES REASONS:		
APPROVED BY:	DATE:	

**FIRST BANK & TRUST CO.**  
**SMALL BUSINESS CASH MANAGEMENT**  
**MASTER AGREEMENT**

This Agreement this day, the \_\_\_\_\_ day of January \_\_\_\_\_, 20 21 \_\_\_\_\_, made by and between \_\_\_\_\_ hereinafter referred to as "Company" and First Bank & Trust Co. of Duncan, Oklahoma, hereinafter referred to as "Bank". In consideration of the following premises and covenants and intending to be legally bound, the parties agree as follows:

1. **Definitions.** "Agreement", means this Small Business Cash Management Master Agreement. "Funds" mean Company's funds held at Bank, which are available for transfer hereunder, whether held in the form of investment, repurchase account, instruments or balances. "Company Account", means any account at Bank owned by Company, whether a deposit, clearing, investment, special, or general account, into which or from which Company requests or authorizes Funds to be transferred. "Transfers" means the movement of Funds by debit, electronic or other means from one Account to another Account at Bank. "Authorized Person" is anyone listed in this Cash Management Master Agreement as an Authorized Person. "Licensor" is Jack Henry and Associates, "Product" means First Bank & Trust Co. Internet Cash Management System, and On-line, internet based banking program called E-Banker.
2. **Services.** This following Agreement describes the services Bank will perform. Bank may change the terms of this agreement upon 30 days' notice with the right of the Company to terminate upon written notice to the bank. All provisions shall be in addition to and cumulative with the provisions of this Agreement.
3. **Internet Banking Account Access Program.** Bank and Company agree that Bank will offer Cash Management Services through an Internet based program for banking and information services known as First Bank & Trust Co.'s E-Banker. Bank has entered into an agreement with "Licensor", pursuant to which "Licensor" will furnish, support and service the "Product" used by the Program. This Agreement applies all product options available under the Program.
4. **Exclusivity.** Company agrees that the product is proprietary with respect to Bank and Licensor, and that Company shall not, under any circumstance transmit a transaction via the product to any financial institution or other entity other than Bank for processing. Company agrees that any breach of this covenant shall constitute an immediate and material breach of this Agreement. Company further agrees to indemnify and hold harmless Bank from any and all liabilities, claims, and damages resulting from Bank's breach of this Section
5. **Fees, Purchases and Method of Payment.** Company is aware of and agrees to the fees and charges listed in this Agreement and in the Bank's schedule of fees or otherwise chargeable to the Company hereunder. The fees include, but are not limited to, the one time Conversion Fee of \$50.00, and a per item Wire Transfer Fee of \$5.00 for domestic wires processed through Cash Management, as well as any fees included for ACH purposes. Company agrees to purchase hardware, software, support services, communications equipment and links as specified by Bank. Company shall be solely responsible for ensuring equipment compatibility with Bank's product. All hardware and phone line(s) will be purchased and maintained by Company. Company will pay Bank with immediately available funds, the fees and charges listed in the bank's schedule of fees or otherwise chargeable to the Company hereunder. Bank may increase such fees and charges upon 30 days written notice to Company. Additionally, the transporting or transmitting of data, items, and other materials to or from Bank is solely Company's responsibility and will be at Company's expense. Company will pay and reimburse Bank for all governmental and third party fees arising out of or related to Bank's performance hereunder. Bank will debit the Company on the last business day of the month or as otherwise provided in this Agreement.
6. **Security Procedures.** Company acknowledges that the product contains security procedures for obtaining access to the system. These security procedures include passwords and user ids. Company acknowledges and agrees: (i) Company has thoroughly reviewed the security procedures in the system; and (ii) Company will implement the security suggested in the system and review any Security initially set by Bank to insure the security desired by Company. Company further agrees, that the security procedures chosen by Company in this section constitute commercially reasonable security procedures. Company agrees that the security procedures chosen by it are sufficient and Company bears all risk of loss relating to the sufficiency of such security procedure chosen by Company will constitute conclusive proof that any transfer instructions received by Bank were approved and authorized by Company.
7. **Confidential Information.** The source code, listings, and any accompanying support materials and documentation supplied under this Agreement, as well as the ideas and concepts incorporated in such items, are confidential to and trade secrets of Bank and Licensor ("Confidential Information"). Company agrees to provide Confidential Information only to those employees, agents, and independent contractors who are required to know of its existence. Company shall inform all such individuals of the confidential nature of the confidential information, and such persons shall be bound by the terms and conditions of the Agreement. Company further agrees to take all other actions necessary or appropriate to preserve the confidentiality of the Confidential Information and to protect and secure the product in a manner consistent with Bank's and Licensor's rights. Except as specifically provided in this Agreement, Company agrees not to publish, disclose, display or otherwise make available any confidential information without the advance written consent of the Bank and Licensor. The provisions of this Section 6 shall survive the termination of this Agreement.
8. **Company Account.** Company will at all times maintain with Bank, in a deposit account ("Company Account"), collected balances sufficient to reimburse Bank for all items, orders for payment and other amounts which Bank pays on Company's behalf or are chargeable to Company hereunder. If the Company Account has insufficient funds to pay charges, orders for payment, or items on Company's behalf, Bank will have no obligation to pay such charges, orders or items or to give any notices or to take any remedial or other action, and may refuse to pay such charges or dishonor and return unpaid such orders or items. If Bank pays such amounts, orders or items in the anticipation of the availability of sufficient collected funds, Company will, upon notice, immediately remit sufficient collected funds and Bank may exercise any legal right to collect such funds, including, but not limited to, set-off against any Company assets held by Bank or funds Company has on deposit in trust or otherwise whether represented by an account, certificate or time deposit.

9. **Transmission.** Company agrees to transmit transactions pursuant to the "Agreement" to Bank in accordance with such instructions as Bank shall give from time to time in writing, and in accordance with the specifications described in the product, the program requirements, and under this "Agreement".
10. **Company's Warranties, Representations, and Covenants.** Company warrants, represents and covenants that each transaction submitted to Bank (a) will be accurate, true and correct in all respects, (b) will have been fully authorized and approved by the Customer holding the account to which the Transaction pertains and such authorization and approval will be effective until such Transaction is posted to the account, (c) will be valid and timely under such authorizations, (d) will fully satisfy and comply with all applicable requirements of the Rules and other guidelines, (e) will fully comply with the EFT Act, Regulation E and all other federal and state laws and regulations applicable thereto, and (f) fully comply with the specifications of the product and program requirements. Company agrees that Bank has no obligation or duty to detect errors with respect to any transaction. However, if Bank detects an error with respect to a transaction, Bank will attempt to give company notice of such error, and Company agrees to furnish to Bank corrections promptly via the product or as Bank shall direct. In the event Company discovers, or has reason to believe, that an error has been made with respect to any transaction, Company agrees to notify Bank immediately and take such corrective actions, as Bank shall require. If Company requests Bank to transmit a transaction in an amount other than the authorized or proper amount, or requests Bank to withdraw funds from an unauthorized or improper account, company (a) will be responsible for all resulting losses, damages and liabilities (b) waives and releases Bank from any claim, liability, or responsibility relating to the transactions; and (c) agrees to defend, indemnify and hold Bank harmless from all claims, demands, losses, liabilities, costs and expenses, including attorney's fees and costs, resulting or arising from the transaction.
11. **Stop Payment Authorization.** In consideration of the establishment of an account utilizing Internet Banking Services, Company agrees to hold Bank harmless and indemnify it against any loss; expense or cost incurred resulting from Bank's refusal to pay any item upon which customer places a stop payment request. A stop payment request will expire and become null and void six (6) months from the date received, unless revoked or released prior to that time or unless renewed for additional periods of time. Renewals will be for the same time period as the original stop payment. Reasonable notification of stop payment must be given to Bank prior to the item being presented. Bank and Company agree that reasonable time is at least one banking day.
12. **Data Review.** Company has sole audit responsibility for determining and insuring the accuracy and validity of information, data, entries and processing services. Company shall carefully review all reports prepared by Bank and reject in writing incorrect daily reports within 5 working days after receipt of mailing and other reports within 5 working days following receipt. Company will advise bank within same time period in the event of non-receipt. Company's failure to so reject any such reports constitutes Company's acceptance of such reports and releases Bank from any liability therefore. Nothing in this Section extends or modifies Company's deadlines required.
13. **Authorized Persons.** The following persons are authorized to receive and furnish any and all information concerning this Agreement ("Authorized Persons"). Bank is authorized and directed (i) to communicate to any Authorized Person any and all information regarding any service offered hereunder; (ii) upon the request of any Authorized Person, to transfer funds from or to any investment account of the Company, or into any other company account or third party account at Bank and apply such funds as directed by such Authorized Person; (iii) to make draws from loans which Company may from time to time have obtained from Bank for such purpose and to apply the same as the Authorized Person directs; (iv) to take any other actions requested by an Authorized Person from time to time with regard to this Agreement, and conduct any business with regard to the account or matters related hereto. Bank is authorized and directed to act on any oral or written directions from a person representing himself as an Authorized Person, whether delivered or communicated to Bank in person, by messenger, by telephone, telegraph, telex, telecopy, U.S. mail or other manner and Bank shall be entitled to rely on any wiring, paper, telex, teletype message, cablegram, statement, order, direction, written communication, or telephone or personal conversation believed by Bank to have been signed, sent or made by an Authorized Person. Bank may, but in no event shall be required to, delay any transfer or any other action hereunder until Bank determines to its satisfaction that Company has authorized such transfer or action. Bank shall not be obligated at any time to transfer from any account any amount in excess of the collected balance on deposit in such account at the time of the request or time of transfer. Bank shall have the right, but shall not be obligated, to refuse any transfer hereunder for purposes determining whether Company has authorized the transfer and shall incur no liability for any such delay, **this is specifically pertaining to performing a transfer of funds from account to account at the bank, it is not intended for use of wire transfer transactions. Company will give Bank prior written notice in the event that it adds or removes a person from the list of Authorized Persons.** Any person listed as an authorized Person on Schedule or Agreement shall be an Authorized Person within the meaning hereof with regard to services relating to such Agreement and, for such purposes, shall be in addition to the persons listed as authorized Persons above. A listing of any authorized Person and signature exemplar will be collected on Schedule C. Until modified in writing by the Company, the following is the list of Authorized Persons:
   
  


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14. **Terms and Termination.** Either Company or Bank may terminate this Agreement with or without cause, upon 30 days written notice to the other. However, notwithstanding the above, Bank may terminate this Agreement at any time, without notice to any party upon the happening of any of the following events or circumstances; (i) Company's violation or breach of, or default in the performance or observance of any material provision contained herein; (ii) default in the payment of any sum due and payable by Company to Bank hereunder or under any other agreement; (iii) misrepresentation by Company any material fact in any statement, report or representation given or made to Bank in connection herewith; (iv) the seizure, attachment, garnishment or encumbrance by court order or legal process of any portion of the Company's deposit accounts, assets, or properties; (v) business failure, insolvency or bankruptcy; (vi) Company's

default under any agreement between Company and Bank; or (vii) if any action be taken, or if there shall be any occurrence, which would or does have the effect of terminating, dissolving or winding up Company's business. No delay or failure of Bank to exercise any option or right herein given or reserved shall constitute a waiver of such option or right to stop Bank thereafter to exercise the same. Upon termination for any reason, Bank shall have no obligations or duties hereunder whatsoever.

- 15. **Representations and Warranties.** Company and Bank respectively represent, warrant, and covenant that: (i) *each is duly organized, validly existing, and in good standing in its state or organization*; (ii) the execution, delivery and performance of this Agreement are within their respective powers, have been duly and validly authorized, and do not contravene their respective charters, by-laws, or any indenture agreement, undertaking, law, regulation or order binding them; (iii) no approval, consent or authorization of any government authority not obtained prior to the date hereof is necessary for execution, delivery or performance of this Agreement; and (iv) upon execution and delivery of this Agreement will be a valid and binding obligation of Company and Bank enforceable with its terms.

EXCEPT AS PROVIDED HEREIN OR REQUIRED BY LAW, BANK MAKES NO REPRESENTATIONS, WARRANTIES, AGREEMENTS, OR GUARANTEES, THE PRODUCT IS PROVIDED "AS IS" WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AS TO ANY ITEMS OR SERVICES HEREIN; ANY WARRANTIES UNDER THE OKLAHOMA UNIFORM COMMERCIAL CODE; OR ANY REPRESENTATION AS TO COMPLIANCE WITH THE ELECTRONIC FUNDS TRANSFER ACT, REGULATION E OF THE FEDERAL RESERVE BOARD OR ANY STATE ELECTRONIC FUNDS TRANSFER STATUE OR REGULATION. NO WARRANTIES EXTEND BEYOND THE FACE OF THIS AGREEMENT

Subject to all terms of this Agreement, in the event the product or any portion of the product is held to constitute an infringement of any third party's rights, and use of such product by Company, Bank and Licenser shall, at their election, (i) promptly procure the right for Company, or (ii) notify Company of their intent to discontinue use of the Software. Additionally, all of Bank's obligations, responsibilities and covenants under this Agreement, whether express or implied, shall be suspended if at any time Bank's compliance is prevented or hindered by, or is in conflict with, any federal or state law, regulation or rule, the order of any court of competent jurisdiction, any act of God or the public enemy, war, epidemic, strike, lockout, riot, weather condition, equipment failure of malfunction, material shortage, electrical power disruption or shortage, communication failure or other condition or circumstance not wholly controlled by Bank.

- 16. **Notices and Deadlines.** All notices and communications hereunder, including all Schedules, shall be in writing that is attached to and transmitted by secured email or U.S. Mail, at the following addresses, until the party changing its address actually delivers written notice of and address change to the other:

**Company:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Bank:** First Bank & Trust Co.  
Cash Management Department  
P. O. Box 580  
Duncan, Oklahoma 73534-0580

Company email: \_\_\_\_\_

Cash Management Team Email: [EBSupport@fb247.com](mailto:EBSupport@fb247.com)

All specifications, tapes, programs, and disks generated by Bank under this agreement are Bank's sole property unless otherwise provided herein. All data, reports, items or other materials that Company is required to furnish or perform, including computer tapes or data, will conform to Bank's computer and other specifications unless waived in writing by Bank. Bank is authorized, but not required, to record electronically telephone and other conversations between Bank and Company's agents, employees and Authorized Persons. Bank does not require the use of security codes or devices from authorized persons for conducting transfers. The Bank may initiate a call back to another authorized person to verify the authenticity of the transfer request. The Company controls their authorized persons on the Bank's Internet based access system. Only the Company knows user identification and passwords. Company may give Bank written instructions prior to any requested action.

- 17. **Standards of Care; Limitation of Liability; Third Parties; Remedies; Damages, Indemnity.** The Bank agrees to use substantially the same type of procedures and equipment in performing services for company as Bank uses in performing similar services on its own behalf. The above standards of care and Bank's compliance with any instructions given it by Company shall constitute proper, reasonable and ordinary standards of care. Company acknowledges and agrees that Licenser is the owner of the system and that all provisions of the Licenser's Program License Agreement (the "License Agreement") are legally binding upon Company and will control the terms of the Company's use of, and claims and damages relating to, the product or Program. The terms of the License Agreement are cumulative with this Agreement.

Company understands and agrees that the amount paid to Bank for the provision of services under this "Agreement" is very small in relation to the amount of Company's funds that will be the subject of transactions, and that Bank's sole liability to Company for failure to act in accordance with any instructions or for any other error, omission, or other failure in the performance of services under this "Agreement" shall be limited to the amount of fees paid by Company for this service during the month of such occurrence. Company agrees that Bank shall not be liable for, and hereby waives any claims against Bank relating to any damage, loss, or cost incurred by Company resulting from or arising out acts or omissions of any third parties, including, but not limited to, SWACHA, NACHA, any member of NACHA, and Federal Reserve Bank, or any other financial institution or entity receiving or transmitting transactions or funds in connection with this "Agreement". In no event shall Bank be liable to Company or to any person with respect to any Transaction for any indirect, consequential, special, punitive or similar damages.

Notwithstanding any other provisions herein, or in any other document or relationship between Company and Bank, Bank is not liable for and Company agrees to waive and defend, indemnify and hold Bank harmless from all claims, demands, losses, liabilities, expenses and costs, including attorney's fees and costs, resulting or arising, directly or indirectly, from (a) Bank's involvement under this "Agreement", including but not limited to, improper calculation or processing, transfer or investment of funds or failure to transfer or invest; dishonor or failure to dishonor; return or failure to return; payment, stop payment, or failure to pay or stop payment; processing of electronic transfer entries; or loss or delay of electronic transfers to or from Bank, unless resulting solely from Bank's bad faith or gross negligence. Bank shall NOT be liable under any circumstance for any consequential, special, punitive, incidental or similar damages in connection with this Agreement. Bank shall incur no liability for delays, errors, failures, or damages occurred by reason of circumstances beyond Bank's control including without limitation, conflicts with federal or state law or regulations, acts of civil or military authority, national emergencies, labor difficulties, fire, flood, catastrophe, acts of God, weather conditions, equipment failure or malfunction, material shortage, insurrection, war, riots or failure of power, communication or transportation, or government action; (b) any act or omission by Company or any of its agents employees or representatives, or any person who obtains access to the product through company's equipment or premises, including but not limited to, fraud or forgery, (c) any failure on the part of the Company to comply with the Operating Rules, the Operating Guidelines, the EFT Act, Regulation E of the Federal Reserve Board, or any other federal, state, or any applicable state electronic funds transfer law, rule or regulations; and (d) any default, failure, or breach by Company with respect to any warranty, representation, or covenant of this "Agreement". Company acknowledges and agrees that Bank is not responsible for any related computer hardware or communications equipment. Bank will, however, direct Company's complaints and suggestions with regard to the product to licensor promptly upon receipt, in writing, of such complaint and suggestion from Company.

Actual receipt by Bank of proper notice or delivery of any information (e.g., stop payment, return, processing, dishonor and similar notices required by the Schedules) from Company before the deadline required by Bank in its sole discretion is an express and non-waivable condition precedent to Bank's related obligation to perform such service or to meet any deadline imposed by law, regulation, or any person. Company bears the burden of proof of the time and manner of Bank's actual receipt of any notice or transmittal of information.

The provisions of this Section 6 are assignment of risk provisions forming the basis of the bargain and consideration for this Agreement and shall control all conflicting provisions hereof or in any Schedule added now or in the future or in any other document or Agreement.

This Agreement and Schedules hereto constitute the entire agreement between the parties, supersedes all prior agreements relating to the matters provided herein, and shall not be modified nor any provision waived by Bank except by a written instrument duly executed by Bank and Company. Any such waivers shall be effective only for the specific purposes, circumstances and duration provided therein. Article and Section headings are included for convenience of reference only and shall not constitute a part of this agreement. It shall be the responsibility of the Company that the origination of ACH transactions complies with the laws of the United States of America, State of Oklahoma, and the National Account Clearing House Association rules. This includes, but is not limited to sanctions enforced by the Office of Foreign Assets Control (OFAC). It shall further be the responsibility of the company to obtain information regarding such OFAC enforced sanctions (This information may be obtained directly from the OFAC Compliance Hotline at (800)540-OFAC. Notwithstanding any other terms of this Agreement, this Agreement shall be deemed to be amended automatically, without notice to either party, to comply with any statute, regulation or ruling (or any amendment thereof) of any government agency to whose jurisdiction Bank is subject to. Company may not assign this agreement without Bank's prior written consent. This Agreement shall bind and inure to the benefit of the parties and their representatives, successors and assigns.

Company and Bank agree that the above Agreement and Procedures are reasonable commercial practices and standards of care on Banks part.

Accepted and Agreed to by:

**COMPANY:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**BANK:**

First Bank & Trust Co.  
 Cash Management Department  
 P. O. Box 580  
 Duncan, Oklahoma 73534-0580

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_



## Commercial Internet Banking Security

### Standard Cash Management Security Features

Passwords	Passwords may not contain the EBanker ID number or alias created.
Password Length	Passwords must be 8 - 25 characters in length and must contain at least one letter, one number and a special character. & + _ % @ ! \$ * ~
Re-Use Previous Passwords	4 Password changes are required before re-using is allowed.
Multi Factor Authentication Protection	Upon initial login, users will be prompted to select a Watermark image to identify with at each login. In addition to the image, users will need to select 3 security questions & provide the answers. Users will be challenged with these selected security questions in the event the system determines there is activity outside the users' normal internet banking practices and on ACH/Wire/Bill Payment transactions that exceed \$1,000.
Failed Login Attempts	Maximum of 3 failed login attempts. ID's will be locked and users must contact the bank to be reset.
Email Notification of ACH/Wires Transactions	Receive notification of ACH/Wires that have been initiated or processed for your company. Notification contains transaction total, effective date & confirmation number. <b>Please note ALL ACH/Wires received will require a telephone verification initiated by bank personnel in order to process.</b>
Inactive Sessions	Sessions are automatically logged off after 10 minutes of inactivity.
Inactive ID's	EBanker ID's will go to a "Dormant" status after 60 days of inactivity. Customer must contact the bank to be set back to "Active" status. EBanker ID's with no activity for 1 year will be removed from the system.

### Cash Management Security Recommendations

Address Restriction	Implement: Yes <input type="checkbox"/> No <input type="checkbox"/> Initials:	First Bank & Trust Co. Cash Management has the ability to restrict EBanker access to specific IP Addresses. If your company computers have static IP addresses we encourage you to implement this security setting. <b>Please provide IP address:</b>
Time of Day Restriction	Implement: Yes <input type="checkbox"/> No <input type="checkbox"/> Initials:	First Bank & Trust Co. Cash Management has the ability to restrict EBanker access to a certain time frame (Ex. 9 AM to 5 PM, Monday - Friday.) This restriction would block access to EBanker outside of the specified settings. Please provide us with the days/times of operations you require. <b>Time Frame:</b>
Dual Control For ACH/Wires Transactions	Implement: Yes <input type="checkbox"/> No <input type="checkbox"/> Initials:	First Bank & Trust Co. Cash Management offers companies the ability to enforce dual control for ACH/Wire transactions to help mitigate fraudulent activity. This feature would allow one person to input transactions but require a second person to approve & submit the transaction. These authority levels will need to be noted on the Cash Management Schedule C form.
Supported Browsers	Implement: Yes <input type="checkbox"/> No <input type="checkbox"/> Initials:	First Bank & Trust Co. Cash Management supports the following browsers (current/prior major release): Microsoft Internet Explorer, Chrome, Firefox & Safari. You may wish to only use a specific browser. <b>Browser Used:</b>
Stand-Alone Computer	Implement: Yes <input type="checkbox"/> No <input type="checkbox"/> Initials:	First Bank & Trust Co. recommends the use of a stand-alone computer to perform Cash Management activities. Ensuring the computer is not used for web-surfing, or email, and that anti-virus and security patches are installed and kept current.

I acknowledge that I have read & understand the security options made available to me by First Bank & Trust Co. As such, I have elected to implement the optional security options marked **YES** above.

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

**A SCHEDULE C MUST BE COMPLETED FOR EACH AUTHORIZED USER**

**SCHEDULE C  
CASH MANAGEMENT  
USER AUTHORIZATION**

Prepared By: \_\_\_\_\_  
Date: \_\_\_\_\_  
Authorized Signature: \_\_\_\_\_

**Please mark the appropriate choice(s). NOTE: You may choose only to add or delete, but cannot do both on the same form.**

- Add entire user                       Add Account(s) to user                       Change other authorization levels
- Delete entire user                       Delete Account(s) from user

Company Name:	Telephone Number:
User's Name:	User's Address:
User's SSN:	User's DOB:
Requested Start Date:	Requested End Date:

**Please provide the following information:**

If user is authorized to transmit Wire Transfers, does user have a maximum dollar limitation?                       Yes       No

If so, please indicate this amount                      \$ \_\_\_\_\_

If user is authorized to initiate/upload ACH files, does user have a maximum dollar limitation?                       Yes       No

If so, please indicate this amount                      \$ \_\_\_\_\_

**Please indicate below the appropriate authority level this user needs.**

Transfers	<input type="checkbox"/> Yes <input type="checkbox"/> No	Work with ACH	<input type="checkbox"/> Yes <input type="checkbox"/> No	Input Non-Rep Wires	<input type="checkbox"/> Yes <input type="checkbox"/> No
Downloads	<input type="checkbox"/> Yes <input type="checkbox"/> No	Display ACH	<input type="checkbox"/> Yes <input type="checkbox"/> No	Edit Non-Rep Wires	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Statement
Inquiry	<input type="checkbox"/> Yes <input type="checkbox"/> No	Initiate ACH	<input type="checkbox"/> Yes <input type="checkbox"/> No	Input Rep Wires	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Stop
Inquiry	<input type="checkbox"/> Yes <input type="checkbox"/> No	Upload ACH	<input type="checkbox"/> Yes <input type="checkbox"/> No	Edit Rep Wires	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Stop
Additions	<input type="checkbox"/> Yes <input type="checkbox"/> No	Full ACH Control	<input type="checkbox"/> Yes <input type="checkbox"/> No	Transmit Wires	<input type="checkbox"/> Yes <input type="checkbox"/> No
Administration	<input type="checkbox"/> Yes <input type="checkbox"/> No	Current Day Balance	<input type="checkbox"/> Yes <input type="checkbox"/> No	Full Wire Control	<input type="checkbox"/> Yes <input type="checkbox"/> No
Transaction Inquiry	<input type="checkbox"/> Yes <input type="checkbox"/> No	Prior Day Balance	<input type="checkbox"/> Yes <input type="checkbox"/> No	Upload Pos Pay File	<input type="checkbox"/> Yes <input type="checkbox"/> No
PassPort Card Status	<input type="checkbox"/> Yes <input type="checkbox"/> No	Trans Range Inquiry	<input type="checkbox"/> Yes <input type="checkbox"/> No	Work Pos Pay except	<input type="checkbox"/> Yes <input type="checkbox"/> No
ES Enrollment	<input type="checkbox"/> Yes <input type="checkbox"/> No	Bill Pay	<input type="checkbox"/> Yes <input type="checkbox"/> No	Upload Recon File	<input type="checkbox"/> Yes <input type="checkbox"/> No
View Electronic Docs	<input type="checkbox"/> Yes <input type="checkbox"/> No				

**Please indicate the types of account(s) this user should be authorized to view:**

Demand Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No	Club Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No	Loan Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No
Savings Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No	Time Deposit Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No	Safe Dep Box Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No
Recon Exceptions	<input type="checkbox"/> Yes <input type="checkbox"/> No	IRA Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No	ODP Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Non-JHA Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No		

**Please indicate the account number(s) this user should have the above mentioned authority level to:**


Are there any additional instructions for First Bank & Trust Co. to apply to this user?                       Yes       No

If so, please specify: \_\_\_\_\_

User's Email Address: \_\_\_\_\_

Time Frame for Access (if applicable): \_\_\_\_\_

User's Signature: \_\_\_\_\_

## ODFI/Originator Agreement

This Agreement, dated as of the \_\_\_\_ day of \_\_\_\_\_, 2021, is between \_\_\_\_\_ ("Company") and First Bank & Trust Co. ("Financial Institution").

### RECITALS

Company wishes to initiate Credit and Debit entries by means of the Automated Clearing House Network pursuant to the terms of this Agreement and the rules of the National Automated Clearing House Association (the "Rules"), and Financial Institution is willing to act as an Originating Depository Financial Institution with respect to such Entries. Unless otherwise defined herein, capitalized terms shall have the meanings provided in the Rules. The term "Entry" shall have the meaning provided in the Rules and shall also mean the data received from the Company hereunder from which the Financial Institution prepares Entries. The Financial Institution has a copy of the Rules available, and one may be provided to the Company at their request at cost.

### AGREEMENT

1. Transmittal of Entries by Company: Company shall transmit credit and debit Entries to Financial Institution to the location(s) and in compliance with the formatting and other requirements set forth in Schedule A attached hereto. Company agrees that its ability to originate entries under this agreement is subject to exposure limits in accordance with the Rules and as set forth in Schedule A attached hereto.
2. Security Procedures:
  - (a) Company and Financial Institution shall comply with the security procedure requirements described in Schedule B attached hereto with respect to Entries transmitted by Company to Financial Institution. Company acknowledges that the purpose of such security procedures is for verification of authenticity and not to detect an error in the transmission or content of an Entry. Security procedures for the detection of any such error have not been agreed upon between Financial Institution and Company.
  - (b) Company is strictly responsible to establish and maintain the procedures to safeguard against unauthorized transmissions. Company warrants that no individual will be allowed to initiate transfers in the absence of proper supervision and safeguards, and agrees to take reasonable steps to maintain the confidentiality of the security procedures and any passwords, codes, security devices and related instructions provided by Financial Institution in connection with the security procedures described in Schedule B. If Company believes or suspects that any such information or instructions have been known or accessed by unauthorized persons, Company agrees to notify Financial Institution immediately followed by written confirmation. The occurrence of unauthorized access will not affect any transfers made in good faith by Financial Institution prior to receipt of such notification and within a reasonable time period to prevent unauthorized transfers.
3. Compliance with Security Procedures.
  - (a) If an Entry (or a request for cancellation or amendment of an Entry) received by Financial Institution purports to have been transmitted or authorized by Company, it will be deemed effective as Company's Entry (or request) and Company shall be obligated to pay Financial Institution the amount of such Entry even though the Entry (or request) was not authorized by Company, provided

Financial Institution accepted the Entry in good faith and acted in compliance with the security procedures referred to in Schedule B with respect to such entry. If signature comparison is to be used as a part of those security procedures, Financial Institution shall be deemed to have complied with that part of such procedures if it compares the signature accompanying a file of Entries (or request for cancellation or amendment of an Entry) received with the signature of an authorized representative of Company (an "Authorized Representative") and on the basis of such comparison, believes the signature of Company sending such file to be that of such authorized representative.

- (b) If an Entry (or request for cancellation or amendment of an Entry) received by Financial Institution was transmitted or authorized by Company, Company shall pay Financial Institution the amount of the Entry, whether or not Financial Institution complied with the security procedures referred to in Schedule B with respect to that Entry and whether or not that Entry was erroneous in any respect or that error would have been detected if Financial Institution had complied with such procedures.

4. Recording and Use of Communications. Company and Financial Institution agree that all telephone conversations or data transmissions between them or their agents made in connection with this agreement may be electronically recorded and retained by either party by use of any reasonable means.

5. Processing, Transmittal and Settlement by Financial Institution.

- (a) Except as provided in Section 6, On-Ups Entries and Section 7, Rejection of Entries, Financial Institution shall (i) process Entries received from Company to conform with the file specifications set forth in the Rules, (ii) transmit such Entries as an Originating Depository Financial Institution to the ACH Operator via our Third Party Processor, and (iii) settle for such Entries as provided in the Rules.
- (b) Financial Institution shall transmit such Entries to the ACH Operator by the deadline of the ACH Operator set forth in Schedule C attached hereto one business day for debits and/or two business days for credits prior to the Effective Entry Date shown in such Entries, provided (i) such Entries are received by Financial Institution's related cut-off time set forth on Schedule C on a business day, (ii) the Effective Entry Date is at least one day for debits and/or two days for credits after such business day, and (iii) the ACH Operator is open for business on such business day. For purposes of this Agreement, Entries shall be deemed received by Financial Institution, in the case of transmittal by tape, when received by Financial Institution at the location set forth in Schedule A, and in the case of electronic transmission, when the transmission (and compliance with any related security procedures provided for herein) is completed as provided in Schedule A.
- (c) If any of the requirements of clause (i), (ii), or (iii) of Section 5(b) is not met, Financial Institution shall use reasonable efforts to transmit such Entries to the ACH Operator by the next deposit deadline of the ACH Operator following that specified in Schedule C.

6. On-Ups Entries. Except as provided in Section 7, Rejection of Entries, in the case of an Entry received for credit or debit to an account maintained with Financial Institution (an "On-Ups Entry"), Financial Institution shall credit or debit the Receiver's account in the amount of such Entry on the Effective Entry Date contained in such Entry, provided the requirements set forth in clauses (i) and (ii) of Section 5(b) are met. If either of those requirements is not met, Financial Institution shall use reasonable efforts to credit or debit the Receiver's account in the amount of such Entry no later than the next business day following such Effective Entry Date.

7. Rejection of Entries. Financial Institution may reject any Entry which does not comply with the requirements of Section 1, Transmittal of Entries By Company, or Section 2, Security Procedures, or which contains an Effective Entry Date more than one day for debits or two days for credits after the business day such Entry is received by Financial Institution. Financial Institution may reject an On-Us Entry for any reason for which an Entry may be returned under the Rules. Financial Institution may reject any Entry if Company has failed to comply with its account balance obligations under Section 11, The Account. . Financial Institution may reject any entry if Company does not adhere to security procedures as described in Schedule B. Financial Institution shall notify Company by phone or electronic transmission of such rejection no later than the business day such Entry would otherwise have been transmitted by Financial Institution to the ACH Operator or, in the case of an On-Us Entry, its Effective Entry Date. Financial Institution shall have no liability to Company by reason of rejection of any such Entry or the fact that such notice is not given at an earlier time than that provided for herein.

8. Cancellation or Amendment by Company. Company shall have no right to cancel or amend any Entry after its receipt by Financial Institution. However, if such request complies with the security procedures described in Schedule B for the cancellation of Data, Financial Institution shall use reasonable efforts to act on a request by Company for cancellation of an Entry prior to transmitting it to the ACH Operator or, in the case of an On-Us Entry, prior to crediting or debiting a Receiver's account, but shall have no liability if such cancellation is not effected. Company shall reimburse Financial Institution for any expenses, losses, or damages Financial Institution may incur in effecting or attempting to effect the cancellation or amendment of an Entry.

9. Notice of Returned Entries and Notifications of Change. Financial Institution shall notify Company by phone or mail of the receipt of a returned Entry from the ACH Operator no later than one business day after the business day of such receipt. Except for an Entry retransmitted by Company in accordance with the requirements of Section 1, Transmittal of Entries By Company, Financial Institution shall have no obligation to retransmit a returned Entry to the ACH Operator if Financial Institution complied with the terms of this Agreement with respect to the original Entry. Company shall notify the Originator by phone or mail of receipt of each return entry no later than one business day after the business day of receiving such notification from the ODFI.

Financial Institution shall provide Company of all information, as required by the *NACHA Operating Rules*, with respect to each Notifications of Change (NOC) Entry or Corrected Notification of Change (Corrected NOC Entry received by Financial Institution relating to Entries transmitted by Company. Financial Institution must provide such information to Company within two banking days of the Settlement Date of each NOC or Corrected NOC entry. Company shall ensure that changes requested by the NOC or Corrected NOC are made within six (6) banking days of Company's receipt of the NOC information from Financial Institution or prior to initiating another Entry to the Receiver's account, whichever is later.

10. Payment by Company for Entries; Payment by ODFI for Entries.

- (a) Company shall pay the Financial Institution the amount of each credit Entry transmitted by Financial Institution pursuant to this Agreement at such time on the Settlement Date with respect to such credit Entry as Financial Institution, at its discretion, may determine.
- (b) Company shall promptly pay Financial Institution the amount of each debit Entry returned by an RDFI that was transmitted by Financial Institution pursuant to this Agreement.

- (c) Financial Institution shall pay Company the amount of each debit Entry transmitted by Financial Institution pursuant to this Agreement at such time on the Settlement Date with respect to such debit Entry as Financial Institution, in its discretion, may determine, and the amount of each On-Us Entry at such time on the Effective Entry Date with respect to such Entry as Financial Institution, in its discretion, may determine..
- (d) Financial Institution shall promptly pay the Company the amount of each credit Entry returned by an RDFI pursuant to this Agreement.

11. The Account. Financial Institution may, without prior notice or demand, obtain payment of any amount due and payable to it under this Agreement by debiting the account(s) of the Company identified in Schedule D attached hereto (the "Account"). In the case of a credit file, if there are not sufficient funds in the account at the time the file is received to cover the debit entry; the Financial Institution may suspend the file until sufficient funds are available. When the file is processed, the Financial Institution may put a hold on funds until the effective date of the file to ensure funds are available to cover the debit entry. Company shall at all times maintain a balance of available funds in the Account sufficient to cover its payment obligations under this Agreement. In the event there are not sufficient available funds in the Account to cover Company's obligations under this Agreement, Company agrees that Financial Institution may debit any account maintained by Company with Financial Institution or any affiliate of Financial Institution or that Financial Institution may set off against any amount it owes to Company, in order to obtain payment of the Company's obligations under this Agreement. Upon request of Financial Institution, Company agrees to promptly provide to Financial Institution such information pertaining to Company's financial condition as Financial Institution may reasonably request.

12. Account Reconciliation. Entries transmitted by Financial Institution or credited to a Receiver's account maintained with Financial Institution will be reflected on Company's periodic statement issued by Financial Institution with respect to the Account pursuant to the agreement between Financial Institution and Company. Company agrees to notify Financial Institution promptly of any discrepancy between Company's records and the information shown on any periodic statement. If Company fails to notify Financial Institution of any discrepancy within thirty (30) days of receipt of a periodic statement containing such information, Company agrees that Financial Institution shall not be liable for any other losses resulting from Company's failure to give such notice or any loss of interest or any interest equivalent with respect to an Entry shown on such periodic statement. If Company fails to notify Financial Institution of any such discrepancy within sixty (60) days of receipt of such periodic statement, Company shall be precluded from asserting such discrepancy against Financial Institution.

13. Company Representations and Agreements; Indemnity. With respect to each and every Entry transmitted by Company, Company represents and warrants to Financial Institution and agrees that (a) each person shown as the Receiver on an Entry received by Financial Institution from Company has authorized the initiation of such Entry and the crediting or debiting of its account in the amount and on the Effective Entry Date shown on such Entry, (b) such authorization is operative at the time of transmittal or crediting or debiting by the Financial Institution as provided herein, (c) Entries transmitted to Financial Institution by Company are limited to those types of credit and debit Entries set forth in Section 1, Transmittal of Entries By Company, (d) Company shall perform its obligations under this Agreement in accordance with all applicable laws, regulations, and orders, including, but not limited to, the sanction laws, regulations, and orders administered by OFAC; laws, regulations, and orders administered by FinCEN; and any state laws, regulations, or orders applicable to the providers of ACH

payment services, and (e) Company shall be bound by and comply with the provision of the *Rules* (among other provisions of the *Rules*) making payment of an entry by the RDFI of final settlement for such entry. Company specifically acknowledges that it has received notice of the rule regarding provisional payment and of the fact that, if such settlement is not received, the RDFI shall be entitled to a refund from the Receiver of the amount credited and Company shall not be deemed to have paid the Receiver the amount of the entry... Company shall indemnify Financial Institution against any loss, liability, or expense (including attorneys' fees and costs) resulting from or arising out of any breach of any of the foregoing warranties, representations, or agreements.

14. Financial Institution Responsibilities; Liability; Limitations on Liability; Indemnity.

- (a) In the performance of the services required by this Agreement, Financial Institution shall be entitled to rely solely on the information, representations, and warranties provided by Company pursuant to this agreement, and shall not be responsible for the accuracy or completeness thereof. Financial Institution shall be responsible only for performing the services expressly provided for in this Agreement, and shall be liable only for its negligence or willful misconduct in performing those services. Financial Institution shall not be responsible for Company's acts or omissions (including, without limitation, the amount, accuracy, timeliness of transmittal or authorization of any Entry received from Company) or those of any other person, including, without limitation, any Federal Reserve Bank, ACH Operator or transmission or communications facility, any Receiver or RDFI (including, without limitation, the return of an Entry by such Receiver or RDFI), and no such person shall be deemed Financial Institution's agent. Company agrees to indemnify Financial Institution against any loss, liability or expense (including attorneys' fees and costs) resulting from or arising out of any claim of any person that the Financial Institution is responsible for any act of omission by the Company or any other person described in this Section 14(a).
- (b) Financial Institution shall be liable only for Company's actual damages due to claims arising solely from Financial Institution's obligations to Company with respect to Entries transmitted pursuant to this Agreement; in no event shall Financial Institution be liable for any consequential, special, incidental, punitive or indirect loss or damage which Company may incur or suffer in connection with this Agreement, whether or not the likelihood of such damages was known or contemplated by the Financial Institution and regardless of the legal or equitable theory of liability which Company may ASSERT, including, without limitation, loss or damage from subsequent wrongful dishonor resulting from Financial Institution's acts or omissions pursuant to this Agreement.
- (c) Without limiting the generality of the foregoing provisions, Financial Institution shall be excused from failing to act or delay in acting if such failure or delay is caused by legal constraint, interruption of transmission or communication facilities, equipment failure, war, emergency conditions or other circumstances beyond Financial Institution's control. In addition, Financial Institution shall be excused from failing to transmit or delay in transmitting an Entry if such transmittal would result in Financial Institution's having exceeded any limitation upon its intra-day net funds position established pursuant to present or future Federal Reserve guidelines or in Financial Institution's reasonable judgment otherwise would violate any provision of any present or future risk control program of the Federal Reserve or any rule or regulation of any other U.S. governmental regulatory authority.

- (d) Subject to the foregoing limitations, Financial Institution's liability for loss of interest resulting from its error or delay shall be calculated by using a rate equal to the average Federal Funds Rate at the Federal Reserve Bank of New York for the period involved. At Financial Institution's option, payment of such interest may be made by crediting the Account.

15. Inconsistency of Name and Account Number.

Company acknowledges and agrees that, if an Entry describes the Receiver inconsistently by name and account number, payment of the Entry transmitted by Financial Institution to the RDFI may be made by the RDFI (or by Financial Institution in the case of an On-Us Entry) on the basis of the account number supplied by the Company, even if it identifies a person different from the named Receiver, and that Company's obligation to pay the amount of the Entry to Financial Institution is not excused in such circumstances.

16. Payment for Services. Company shall pay Financial Institution the charges for the services provided in connection with this Agreement, as set forth in Schedule E attached hereto. All fees and services are subject to change upon thirty (30) calendar day's prior written notice from Financial Institution to Company. Such charges do not include, and Company shall be responsible for payment of, any sales, use, excise, value-added, utility or other similar taxes relating to such services, and any fees or charges provided for in the agreement between Financial Institution and Company with respect to the Account (the "Account Agreement").

17. Amendments. From time to time Financial Institution may amend any of the terms and conditions contained in this Agreement, including, without limitation, any cut-off time, any business day, and any part of Schedules A through E attached hereto. Such amendments shall become effective upon receipt of notice by Company or such later date as may be stated in Financial Institution's notice to Company.

18. Notices, Instructions, Etc.

- (a) Except as otherwise expressly provided herein, Financial Institution shall not be required to act upon any notice or instruction received from Company or any other person, or to provide any notice or advice to Company or any other person with respect to any matter.
- (b) Financial Institution shall be entitled to rely on any written notice or other written communication believed by it in good faith to be genuine and to have been signed by an Authorized Representative, and any such communication shall be deemed to have been signed by such person. The names and signatures of Authorized Representatives are set forth in Schedule F attached hereto. Company may add or delete any Authorized Representative by written notice to Financial Institution signed by at least two Authorized Representatives other than that being added or deleted. Such notice shall be effective on the second business day following the day of the Financial Institution's receipt thereof.
- (c) Except as otherwise expressly provided herein, any written notice or other written communication required or permitted to be given under this Agreement shall be delivered, or sent by United States registered or certified mail, postage prepaid, or by express carrier, and, if to the Financial Institution, addressed to:

First Bank & Trust Co.  
Attn: Electronic Banking Specialist/Deposit Admin  
PO Box 580  
Duncan, OK 73534

And, if to Company, addressed to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Unless another address is substituted by notice delivered or sent as provided herein. Except as otherwise expressly provided herein, any such notice shall be deemed given when received.

19. Data Retention. Company shall retain data on file adequate to permit remaking of Entries for five (5) days following the date of their transmittal by Financial Institution as provided herein, and shall provide such data to the Financial Institution upon its request. Without limiting the generality of the foregoing provision, Company specifically agrees to be bound by and comply with all applicable provisions of the *Rules* regarding the retention of documents or any record, including, without limitation, Company's responsibilities to retain all items, source documents, and records of authorization in accordance with the *Rules*.

20. Tapes and Records. All magnetic tapes, Entries, security procedures and related records used by Financial Institution for transactions contemplated by the Agreement shall be and remain Financial Institution's property. Financial Institution may, at its sole discretion, make available such information upon Company's request. Any expenses incurred by Financial Institution in making such information available to Company shall be paid by Company.

21. Evidence of Authorization. Company shall obtain all consents and authorizations required under the *Rules* and shall retain such consents and authorizations for two years after they expire. Company shall make available to Financial Institution, upon request, copies of such consents and authorizations.

22. Cooperation in Loss Recovery Efforts. In the event of any damages for which Financial Institution or Company may be liable to each other or to a third party pursuant to the services provided under this Agreement, Financial Institution and Company will undertake reasonable efforts to cooperate with each other, as permitted by applicable law, in performing loss recovery efforts and in connection with any actions that the relevant party may be obligated to defend or elects to pursue against a third party.

23. Audit. Financial Institution has the right to audit periodically the Entries initiated, and any associated documentation, by Company to ensure compliance with the *Rules*, U.S. law, and Financial Institution policies.

24. Termination. Company may terminate this Agreement at any time. Such termination shall be effective on the second business day following the day of Financial Institution's receipt of written notice of such termination or such later date as is specified in that notice. Financial Institution reserves the right to terminate this Agreement immediately upon providing written notice of such termination to Company. Any termination of this Agreement shall not affect any of Financial Institution's rights and

Company's obligations with respect to Entries initiated by Company prior to such termination, or the payment obligations of Company with respect to services performed by Financial Institution prior to termination, or any other obligations that survive termination of this agreement. In addition to any other termination or suspension right in an Origination Agreement, including for breach, if an Originator or Third-Party Sender breaches these Rules, or causes the ODFI to breach these Rules the Origination Agreement may be terminated or suspended by the ODFI upon ten Banking Days' notice or such shorter notice period as may be provided in the Origination Agreement. In addition to any other audit rights that may be set forth in an Originations Agreement, the ODFI may audit the compliance of the Originator or Third Party Sender with these Rules and the Origination Agreement, subject to the procedural requirements, if any set forth in the Origination Agreement.

25. Entire Agreement. This Agreement (including the Schedules attached hereto), together with the Account Agreement, is the complete and exclusive statement of the agreement between Financial Institution and Company with respect to the subject matter hereof and supersedes any prior agreement(s) between Financial Institution and Company with respect to such subject matter. In the event of any inconsistency between the terms of this Agreement and the Account Agreement, the terms of this Agreement shall govern. In the event performance of the services provided herein in accordance with the terms of this Agreement would result in a violation of any present or future statute, regulation or government policy to which Financial Institution is subject, and which governs or affects the transactions contemplated by this Agreement, then this Agreement shall be deemed amended to the extent necessary to comply with such statute, regulation or policy, and Financial Institution shall incur no liability to Company as a result of such violation or amendment. No course of dealing between Financial Institution and Company will constitute a modification of this Agreement, the *Rules*, or the security procedures or constitute an agreement between the Financial Institution and Company, regardless of whatever practices and procedures Financial Institution and Company may use.

26. Non-Assignment. Company may not assign this Agreement or any of the rights or duties hereunder to any person without Financial Institution's prior written consent.

27. Waiver. Financial Institution may waive enforcement of any provisions of this Agreement. Any such waiver shall not affect Financial Institution's rights with respect to any other transaction or modify the terms of this Agreement.

28. Binding Agreement; Benefit. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives, successors, and assigns. This Agreement is not for the benefit of any other person, and no other person shall have any right against Financial Institution or Company hereunder.

29. Headings. Headings are used for reference purposes only and shall not be deemed apart of this agreement.

30. Severability. In the event that any provision of this Agreement shall be determined to be invalid, illegal or unenforceable to any extent, the remainder of this Agreement shall not be impaired or otherwise affected and shall continue to be valid and enforceable to the fullest extent permitted by law.

31. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Oklahoma.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed by their duly authorized officers.

**Company:**

\_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Bank:**

First Bank & Trust Co.

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Schedule A**  
**Exposure Limit Disclosure/SEC Codes**

**Exposure Limits**

**Credit Origination**  
Maximum File Value

\_\_\_\_\_

**Debit Origination**  
Maximum File Value

\_\_\_\_\_

**Standard Class Entry Codes Allowed by Originator**

**PPD** – Prearranged Payment and Deposit-Debit or Credit entry to a consumer’s account. Used for both single and reoccurring payments, based on entry authorization from consumer. Used for the majority of consumer payments.

**CCD** - Corporate Credit or Debt- Debit or Credit entry to facilitate business to business ACH payments. May be used as a stand-alone payment. This SEC is used to transfer funds with no remittance detail included.

**CTX** - Corporate Trade Exchange- Debit or Credit entry to facilitate business to business ACH payments. This SEC is used to transfer funds between buyer and seller financial institution accounts with remittance detail addenda record included.

**Schedule B**  
**ACH Transmittal/Security Procedures**

All files will be formatted in a NACHA or other pre-approved format; transmission specifications will be established by First Bank & Trust Co.

**Security Procedures**

The Financial Institution shall be entitled to rely on any written notice or other written communication believed by it in good faith to be genuine and to have been signed by the Authorized Representative, and any such communication shall be deemed to have been signed by such person.

**Electronic File Transmission**

The Company will transmit files to First Bank & Trust Co., 923 W. Main St., Duncan OK 73533, Phone Number 580-255-1810. The Company's Authorized Representative will have access to the ACH system by utilizing the pre-arranged logon procedures, remote ID, and file ID.

The Company's Authorized Representative will provide the Financial Institution with verification of the total amount of the transmission as well as the total number of items in the transmission. The Company's Authorized Representative will provide this information via phone call to the Deposit Special Ops Department using the contact phone number listed above. In the event that the Company or the Authorized Representative is unable to provide this information via phone, the Company's Authorized Representative will email or send a facsimile transmission with the verification to the Financial Institution's Deposit Special Ops Department at [DSO@fb247.com](mailto:DSO@fb247.com) or Fax Number 580-251-7551. In the event that the Company or the Authorized Representative provides this information via email or facsimile transmission due to lack of phone capabilities, the Deposit Special Ops Department will need to verify the information in person at the address listed above.

The Financial Institution will anticipate the receipt of an ACH file transmission from the Company on each scheduled processing date identified by the Company in writing and agreed to by the Financial Institution. The Company is responsible for ensuring that the Financial Institution receives the transmission on each processing date indicated in the processing schedule. The Company's Authorized Representative will notify the Financial Institution if a transmission will not take place on the prearranged scheduled processing date.

The Financial Institution will verify that the file totals agree with the Company information given by phone. In the event of a discrepancy in the totals, the Financial Institution will call the specified Company Authorized Representative designated by an authorized signatory of the Company. If an Authorized Representative is not available for notification, the file will not be processed until the Company's Authorized Representative can be contacted on the next business day.

The Company is solely responsible for the accurate creation, modification, and deletion of the account information maintained on the Company's personal computer and used for ACH money transfer. The Company agrees to comply with written procedures provided by the Financial Institution for the creation, maintenance, and initiation of ACH money transfers.

The Company is solely responsible for access by its employees of the data files maintained on the Company's computer.

The Company is responsible for operator security procedures on the one personal computer licensed for use of the program.

### **Hand-Delivered Files**

The Company will deliver files to First Bank & Trust Co. Operations Center, 923 W. Main St, Duncan, OK 73533. The Company's Authorized Representative will hand-deliver file(s) to the designated location. Each hand-delivered file will be accompanied by a transmittal register, signed by an authorized signatory of the account.

The Company's Authorized Representative will provide the Financial Institution with verification of the total amount of the hand-delivered file(s) as well as the total number of items in the hand-delivered file(s). The Company's Authorized Representative will provide this information via phone call to the Deposit Special Ops Department using the contact phone number listed above and also mail the information as backup on the same day transmitted. In the event that the Company or the Authorized Representative is unable to provide this information via phone, the Company's Authorized Representative will email or send a facsimile transmission with the verification to the Financial Institution's Deposit Special Ops Department at [DSO@fb247.com](mailto:DSO@fb247.com) or Fax Number 580-251-7551. In the event that the Company or the Authorized Representative provides this information via email or facsimile transmission due to lack of phone capabilities, the Deposit Special Ops Department will need to verify the information in person at the address listed above. In no case will the transmittal register accompanying the file be construed as verification.

The Financial Institution will anticipate the receipt of an ACH file from the Company on each scheduled processing date identified by the Company in writing and agreed to by the Financial Institution. The Company is responsible for ensuring that the Financial Institution receives the file in the ACH processing area on each processing date indicated in the processing schedule. The Company's Authorized Representative will notify the Financial Institution if a file will not be delivered on the prearranged scheduled processing date.

The Financial Institution will verify that the file totals agree with the Company information given by phone. In the event of a discrepancy in the totals, the Financial Institution will call the specified Company Authorized Representative designated by an authorized signatory of the Company. If an Authorized Representative is not available for notification, then the file will not be processed until the Company's Authorized Representative can be contacted on the next business day.

**Schedule C**  
**Processing Schedule**  
**ODFI Processing Schedule**

Consumer **Debit** Transactions

<b>Delivery Method</b>	<b>Deadline</b>	<b>Day of Delivery</b>
Transmission	2:00 p.m.	1 Business Days Prior to Effective Entry Date*
Diskette/CD	2:00 p.m.	1 Business Days Prior to Effective Entry Date*

\* Single entry reversals and corrections may be submitted for original entry effective date by 2:00 p.m. one business day prior to effective date.

Consumer **Credit** Transactions

<b>Delivery Method</b>	<b>Deadline</b>	<b>Day of Delivery</b>
Transmission	2:00 p.m.	2 Business Days Prior to Effective Entry Date*
Diskette/CD	2:00 p.m.	2 Business Days Prior to Effective Entry Date*

\*Single entry reversals and corrections may be submitted for original entry effective date by 2:00 p.m. two business days prior to effective date.



**Schedule E**  
**ODFI Fee Schedule**

**Regular per item Fees**

Debit Items Originated	\$ 0.20
Reversing/Correcting Debit Items Originated	\$ 0.20
Credit Items Originated	\$ 0.20
Reversing/Correcting Credit Items Originated	\$ 0.20
Per File Origination Fee	\$ 5.00
Prenote Items Originated	\$ 0.20
Addenda Records Originated	\$ 0.20
Return Items Received	\$ 1.00

**Schedule F**  
**ACH Authorized Signature Form**

All ACH transaction files/listings must be delivered with a transmittal document  
with authorized signature(s).

DATE \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

ACCOUNT # \_\_\_\_\_

COMPANY ID NUMBER \_\_\_\_\_

The \_\_\_\_\_ signatures below are the signatures of employees vested by our Board of Directors with full authority to sign transmittal registers used in conjunction with the origination of ACH files. Number of signatures required to submit a transaction file for processing: \_\_\_\_\_

Name	Signature
1.	
2.	
3.	
4.	
5.	
6.	

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
TITLE

## Debit Authorization Form

I hereby authorize \_\_\_\_\_ to initiate debit entries from my checking account for the amount of my \_\_\_\_\_ fees.

\_\_\_\_\_  
Print your name as shown on your checking account ( ) Phone Number

Physical Address \_\_\_\_\_ City \_\_\_\_\_ State & Zip Code \_\_\_\_\_

Mailing Address (If different from Physical) \_\_\_\_\_ City \_\_\_\_\_ State & Zip Code \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Amount: \$ \_\_\_\_\_ To Be Debited Monthly? Yes  No

Name of Financial Institution: \_\_\_\_\_

\_\_\_\_\_  
Account Number \_\_\_\_\_ ABA Routing Number \_\_\_\_\_

I (we) authorize \_\_\_\_\_, hereinafter called **Company**, to initiate debit entries and to initiate, if necessary, credit entries and adjustments for any debit entry in error to my (our) account indicated below, and to debit and/or credit the same to such account. This authority is to remain in full force and effect until **Company** has received written notification from me (or either of us) of its termination in such manner as to afford **Company** and Financial Institution below a reasonable opportunity to act on it.

Please attach a voided check or deposit slip with account information

**DIRECT DEPOSIT AUTHORIZATION FORM**

I (we) authorize \_\_\_\_\_, hereinafter called **Company**, to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entry in error to my (our) account indicated below and the Financial Institution named below, to credit and/or debit the same to such account. This authority is to remain in full force and effect until **Company** has received written notification from me (or either of us) of its termination in such time and in such manner as to afford **Company** and Financial Institution a reasonable opportunity to act on it.

Today's Date: \_\_\_\_\_

Employee Name: \_\_\_\_\_

Employee Social Security Number: \_\_\_\_\_

Employee Financial Institution: \_\_\_\_\_

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

City: \_\_\_\_\_

State & Zip code: \_\_\_\_\_

Phone number: \_\_\_\_\_

Routing Transit Number: \_\_\_\_\_

Employee Account Number: \_\_\_\_\_

\*\*\*\*\*

**Check One:**

I am not currently participating in the Direct Deposit Program

ADD - Deposit my pay to the account shown.

I am currently participating in the Direct Deposit Program

CHANGE - Change financial institutions and/or account number.

CANCEL - Stop my participation in the program.

**Please attach a void check.**

- Due to the time required for processing, allow one or two pay periods for processing. You may receive a regular paycheck until the change can be processed.

**Employee Signature:** \_\_\_\_\_

Wellston Schools (4-1-2022)				
Site/Grade level	Total Students	Max Capacity	Open Spots	Notes
PreK	30	44	14	2 Teachers X 22 = 44
K	34	40	6	2 Teachers X 20 = 40
1	40	40	0	2 Teachers X 20 = 40
2	49	40	0	2 Teachers X 20 = 40
3	36	50	14	2 Teachers X 25 = 50
4	36	50	14	2 Teachers X 25 = 50
5	41	50	9	2 Teachers X 25 = 50
6	33	50	17	
7	54	60	6	
8	34	50	16	
9	37	50	13	
10	35	50	15	
11	27	50	23	
12	35	50	15	
<b>Totals</b>	<b>521</b>	<b>674</b>	<b>162</b>	

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# TITLE IX ASSOCIATION

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One of the most under-appreciated yet critical roles in school districts is that of the Title IX Coordinator. Federal law requires each school district to appoint at least one Title IX Coordinator for good reason: while most people think of Title IX with regard to athletics, it more broadly protects employees and students from sex discrimination.

OSSBA's Title IX Association's purpose is to increase training, guidance and support for Title IX coordinators and other district employees who routinely deal with Title IX issues.

OSSBA Staff Attorney Brandon Carey leads this effort. He's a former general counsel for Oklahoma City Public Schools and a former attorney for the U.S. Education Department's Office of Civil Rights.

Initial membership in the Title IX association is open and free to employees of your district you believe would benefit from membership and participation.

Members of the Title IX Association also will have automatic access to an online community via OSSBA's member portal. You or another person designated as your district's portal account administrator can designate employees to join the Title IX association by updating their contact record in the OSSBA member portal. You can also contact OSSBA for assistance by filling out our portal help form and selecting "I need help with online forum access."

A few of our plans:

- Future regional training across the state (save May 10 for a workshop in Tulsa)
- On-site district training related to Title IX issues upon request (contact Brandon at 888.528.3571 or [brandonc@ossba.org](mailto:brandonc@ossba.org) (<mailto:brandonc@ossba.org>) to schedule)
- Online community for Title IX coordinators
- Sample forms, job descriptions and policies (coming soon)
- Email updates on hot topics and pressing issues

If you need help with online forum access, please complete this form (<https://www.ossba.org/resources/portal-help/>) or email [christyw@ossba.org](mailto:christyw@ossba.org) (<mailto:christyw@ossba.org>).





## Questions?

Contact Us

[Click Here \(mailto:brandonc@ossba.org\)](mailto:brandonc@ossba.org)

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Website designed & developed by Back40 Design (<http://www.back40design.com/>).



218 North Third Ave  
 Durant, OK 74701  
 Office: (877) 810-6894  
 Fax: (866) 870-7198

Bid# KT105-Wells-113

03/01/2022

**Wellston Public Schools**

Attn: Mike Franz (Superintendent)  
 PO Box 60  
 Wellston, OK 74881

**Annual District & Teacher Websites Renewal**

Service Dates: 07/01/2022 - 6/30/2023

ANNUAL DISTRICT & TEACHER WEBSITES RENEWAL			
QTY	Part #	Description	Price
1	KT999	Campus Life: Website. District, Campus & Teacher (Single URL)	
<b>Subtotal</b>			<b>\$3,780.00</b>
<b>Total</b>			<b>\$3,780.00</b>

OPTIONAL UPGRADES			
QTY	Part #	Description	Price
1	EV999	Notify Plus. (Unlimited Call, Text & Email) Parent and Emergency Notification System to keep parents informed about upcoming events or alerted should there be an emergency. Delivers 3000 Calls per minute & 6000 SMS text per minute. Pricing Based on Students.	\$1,499.00
1	EV999SC	Notify Setup & Configuration	\$250.00
1	APB	App: A Branded App Available in iTunes & Android Stores, App integrated with Website Content, Parents can Select Campus & Organizations for Calendars, News, Announcements, Push Notifications & much more.	\$1,000.00
1	APST	App: Setup & Configuration	\$2,000.00
1	CC5499	Store: Part of existing website, including One (1) Merchant Account fees for 1 year	\$499.00
1	CC5499SC	Store: Setup and Configuration.	\$149.00
1	POS5499	POS: Part of existing website, including One (1) Merchant Account fees for 1 year <b>** Includes 1 Credit Card Processing Unit (Link 2500 Wireless Device) at \$349 **</b>	\$848.00
1	POS5499SC	POS: Setup and Configuration.	\$149.00

Thank you for the opportunity to serve Wellston Public Schools. Please let me know if you have any questions. This bid is valid until 04/30/2022.

Thank you,

Teddy Gabbart, President



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 Fax: (866) 870-7198

DISTRICT WEBSITE DETAILS				
QTY	Make	Part #	Item Description	Price
1	Web Hosting	KT999	Gabbart Communications School District Web Hosting Solution. Our services include all graphic design and our custom Content Management System (CMS) which includes all services listed below. Our web hosting service includes load balanced servers located in Amazon AWS data centers around the world. Pricing based on 500-999 students and includes the Campus Life: Website. District, Campus & Teacher (Single URL).	
1	Graphics		Graphic Design for District	
1	Updates		Graphic Design Modifications & Updates every 12 Months	
1	Web Hosting		District Website	
1	Web Hosting		District Athletics Website	
1	APP		Campus Life - Management App: update news, calendars, Notify, & Full Website Access	
1	CMS		District Staff Directory	
1	CMS		ADA Compliant Framework	
1	CMS		Emergency Alerts to Announce Cancellations & Changes	
1	COMM		Notify Lite: E-Mail Blasts Keep Parents & Players Informed	
1	CMS		District Calendars & Pushing Events to Campuses	
1	CMS		Generate Income at District & Campus with Advertising	
1	CMS		Google Apps Single-Sign On & Google Drive Integrated	
1	CMS		Office 365 Single-Sign On	
1	CMS		District News – Pull News from Campuses, Organizations, etc.	
1	CMS		Schedule Home Page Events to Appear & Expire	
1	CMS		Website & Notify Statistics	
1	CMS		Website Search Control	
1	CMS		Built-In SEO Management	
1	CMS		Intranet: Password Protect Any Page	
1	Training		Unlimited webinar + support options	
1	Support		Ongoing Training and Support via Phone / Email / Live Chat / Webinar/ Video/ Online for Web Admins & Teachers	
<b>Subtotal</b>				<b>Included</b>



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TEACHER WEBSITE DETAILS				
QTY	Make	Part #	Item Description	Price
1	Web Hosting	KT999	Unlimited Teacher Website pages for each Campus Website	
100+	Storage		Teacher - Unlimited Storage for Docs, Pics, & Videos	
100+	Storage		Teacher - Single Doc / Photo File Limits = 64 Meg	
100+	Storage		Teacher - Single Video File Limits = 250 Meg	
100+	CMS		Teacher - Over 30 Page Types to meet online needs	
1	APP		Campus Life - Management App: update news, calendars, Notify, & Full Website Access	
1	CMS		Lesson Plan / Assignment System to Display Classwork to Students & Parents. Integrated with State Standards	
1	CMS		Word-Based Text Editor – No Additional Training Required	
1	CMS		Easily Upload Assignments, Study Guides, Etc	
1	CMS		Display Contact Info, Conference Times, Daily Class Schedules	
1	CMS		Subscribe to Calendars	
1	CMS		Blended Learning / Flipped Classroom Tools	
1	CMS		Upload Pictures & Videos from Desktop or Mobile Device to Website	
1	CMS		iFrame Gradebook, Google Docs, Etc. into Site	
1	COMM		Notify Lite: E-Mail Blasts Keep Parents & Players Informed	
1	Training		Scheduled Webinar Training Classes	
1	Support		Ongoing Training and Support via Phone / Email / Live Chat / Webinar/ Video/ Online for Web Admins & Teachers	
<b>Subtotal</b>				<b>Included</b>



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OPTIONAL UPGRADES

QTY	Make	Part #	Item Description	Price
1	Notify Plus	EV999	Notify Plus. (Unlimited Call, Text & Email) Parent and Emergency Notification System to keep parents informed about upcoming events or alerted should there be an emergency. Delivers 3000 Calls per minute & 6000 SMS text per minute. Pricing Based on Students.	
1	Notify Setup	EV999SC	Notify Setup & Configuration	
1	Branded App	APB	App: A Branded App Available in iTunes & Android Stores, App integrated with Website Content, Parents can Select Campus & Organizations for Calendars, News, Announcements, Push Notifications & much more.	
1	App Setup	APST	App: Setup & Configuration	
1	Store	CC5499	Store: Part of existing website, including One (1) Merchant Account fees for 1 year	
1	Store Setup	CC5499SC	Store: Setup and Configuration.	
1	POS	POS5499	POS: Part of existing website, including One (1) Merchant Account fees for 1 year <b>** Includes 1 Credit Card Processing Unit (Link 2500 Wireless Device) at \$349 **</b>	
1	POS Setup	POS5499SC	POS: Setup and Configuration.	

## **PROHIBITION OF RACE AND SEX DISCRIMINATION IN CURRICULUM AND COMPLAINT PROCESS**

The Wellston 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 following discriminatory principles:

- (1) One race or sex is inherently superior to another race or sex,
- (2) An individual, by virtue of his or her race or sex, is inherently racist, sexist or oppressive, whether consciously or unconsciously,
- (3) An individual should be discriminated against or receive adverse treatment solely or partly because of his or her race or sex,
- (4) Members of one race or sex cannot and should not attempt to treat others without respect to race or sex,
- (5) An individual's moral character is necessarily determined by his or her race or sex,
- (6) An individual, by virtue of his or her race or sex, bears responsibility for actions committed in the past by other members of the same race or sex,
- (7) Any individual should feel discomfort, guilt, anguish or any other form of psychological distress on account of his or her race or sex, or
- (8) Meritocracy or traits such as a hard work ethic are racist or sexist or were created by members of a particular race to oppress members of another race.

A "course" shall include any ~~forum~~ program or activity where instruction or activities tied to the instruction are provided by or within a public school, including courses, programs, instructional activities, lessons, training sessions, seminars, professional development, lectures, sessions, coaching, tutoring, or any other classes.

Any individual may file a complaint alleging that a violation has occurred of enumerated items 1-8 above. In order for a complaint to be accepted for investigation, it must:

- (A) Be submitted in writing, signed and dated by the complainant, including complaints submitted through electronic mail that include electronic signatures;
- (B) Identify the dates the alleged discriminatory act occurred;
- (C) Explain the alleged violation and/or discriminatory conduct and how enumerated items 1-8 above have been violated;
- (D) Include relevant information that would enable a public school to investigate the alleged violation; and
- (E) Identify witnesses the school may interview. The school will not dismiss a complaint for failure to identify witnesses.

The district hereby designates Superintendent as the employee responsible for receiving complaints. The district will ensure that the employee is unbiased and free of any conflicts of interest. Complaints may be provided via telephone at (405) 356-2534 and via email to [mfranz@wellstonschools.org](mailto:mfranz@wellstonschools.org). This contact information shall also be accessible on the school district's 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.

The school district shall investigate all legally sufficient complaints and decide as to whether a violation occurred. The school district shall receive, process and investigate complaints in the same manner as all other complaints of discrimination. The investigation process shall be completed within forty-five (45) ~~ninety (90)~~ days of receipt of a

claim. Within ~~ten (10)~~ thirty (30) days of resolution of the complaint, the designated employee shall report the resolution to the State Department of Education.

**PROHIBITION OF RACE AND SEX DISCRIMINATION, Con't**

No individual shall be retaliated against for (1) filing a complaint; ~~or~~ (2) exercising any right or privilege conferred by or referenced within 210:10-1-23 of the Accreditation Standards; (3) exercising any right or privilege secured by a law referenced in 210:10-1-23 of the Accreditation Standards ~~the purpose of interfering with any right or privilege secured by federal civil rights laws and regulations.~~ Any school employee who retaliates against a complainant may be subject to disciplinary action by the school district or by the State Board of Education.

Any teacher who files a complaint or otherwise discloses information that the teacher reasonably believes is a violation of the prohibited concepts listed above shall be entitled to Whistleblower Protections.

Any teacher or other school employee who, willfully, knowingly, and without probable cause makes a false report may be subject to disciplinary action by the school district or by the State Board of Education.

**LEGAL REFERENCE:**        **70 O.S. § 24-158**  
                                      **State Accreditation Standard 210:10-1-23**

**A policy on this issue is required by the  
Standards of Accreditation for Oklahoma Schools  
Effective July of 2021**



## Guidance: House Bill 1775

Last spring, the legislature passed and Gov. Stitt signed [House Bill 1775](#). The state Board of Education subsequently passed an [emergency rule](#) related to the legislation but approved [permanent rules](#) on March 10, 2022. We've received many questions about HB 1775, and this guidance is intended to provide clarity to school districts. Additional questions can be directed to any member of the OSSBA legal team.

### What does HB 1775 do?

For public schools, the legislation and related emergency rule lists the following concepts that may not be taught to students, included in curriculum or instructional materials, included in employee professional development, or included in diversity, equity or inclusion plans:

- one race or sex is inherently superior to another race or sex,
- an individual, by virtue of his or her race or sex, is inherently racist, sexist or oppressive, whether consciously or unconsciously,
- an individual should be discriminated against or receive adverse treatment solely or partly because of his or her race or sex,
- members of one race or sex cannot and should not attempt to treat others without respect to race or sex,
- an individual's moral character is necessarily determined by his or her race or sex,
- an individual, by virtue of his or her race or sex, bears responsibility for actions committed in the past by other members of the same race or sex,
- any individual should feel discomfort, guilt, anguish or any other form of psychological distress on account of his or her race or sex, or
- meritocracy or traits such as a hard work ethic are racist or sexist or were created by members of a particular race to oppress members of another race.

### Are the prohibited concepts typically taught in public schools?

No. Oklahoma's teachers, particularly history teachers, are skilled at leading and facilitating important conversations on difficult topics, including race and gender.

## **Does HB 1775 prohibit teaching or classroom conversations about diversity, race and gender?**

No. The rhetoric around HB 1775 during the legislative session and even after has created uncertainty about the practical implications of the bill. The bill clearly states that concepts aligning with state academic standards can continue to be taught, and Gov. Stitt issued an [executive order](#) emphasizing this aspect of the law. But teachers **are not limited** to teaching or discussing only those concepts or topics specifically mentioned in academic standards.

## **(UPDATED) What policy must our district pass to be compliant with the HB 1775 legislation and related rule?**

OSSBA has revised its sample policy based on the final rules to help districts comply with the provisions in law and the rule. It outlines the specific concepts that are prohibited as well as the required complaint process. The policy and district procedures must be incorporated into employee and student handbooks. **Boards are encouraged to review and adopt an updated policy at their next board meeting.**

## **(UPDATED) What else should district leaders know about the rule related to HB 1775?**

The rule outlines the process by which a complaint can be filed, investigated and reported to state education officials, which is included in the OSSBA sample policy. In lieu of a district complaint, complaints also can be filed with the state Education Department.

The rule also contains the following additional specific prohibitions not referenced in the law:

- Public schools in this state shall be prohibited from providing, contracting to provide, offering or sponsoring any Course(s), that includes, incorporates, or is based on the prohibited concepts.
- Public schools in this state shall be prohibited from using any monies, property, or any other assets or resources to engage in race or sex-based discrimination, including the prohibited concepts.
- Public schools in this state shall be prohibited from adopting programs or utilizing textbooks, instructional materials, curriculum, classroom assignments, orientation, interventions, or counseling that include, incorporate or are based on the prohibited concepts.
- Public schools in this state shall be prohibited from executing contracts or agreements with internal or external entities, persons, companies or businesses to provide services, training, professional development, or any other assistance that includes, incorporates or is based on the prohibited concepts.
- Public schools in this state shall be prohibited from receiving or applying to receive any monies that require, as a condition of receipt, the adoption of a Course(s), policies, curriculum, or any other instructional material that includes, incorporates or is based on the prohibited concepts.
- Public schools in this state shall be prohibited from adopting diversity, equity, or inclusion plans that incorporate the prohibited concepts.
- Diversity officers in public schools shall be prohibited from providing any service or performing duties that include, incorporate, or are based on the prohibited concepts.

- Public schools shall be prohibited from mandating diversity training that includes, incorporates or is based on the prohibited concepts. This includes providing such training to employees, contractors, staff members, parents, students, or any other individual or group.
- Public schools in this state shall be prohibited from adopting policies, including grading or admissions policies, or providing any other benefit or service that applies to students or any school employee differently on the basis of race or sex, unless specifically permitted by Title IX. This prohibition includes segregated classes, programs, training sessions, extracurricular activities, or affinity groups unless otherwise permitted by Title IX.
- Public schools in this state shall be prohibited from requiring students to complete surveys, or using the results from surveys, to teach discriminatory concepts.
- Public schools in this state shall be prohibited from joining any group or association that require, as a condition of membership, Teachers, administrators, or other employees of a school district, charter school or virtual school to teach, provide instruction, or offer any Course that includes, incorporates, or is based on discriminatory practices and violates state law.
- (NEW) Public schools in this state shall be prohibited from requiring students to complete surveys, or using the results from surveys, to teach discriminatory concepts identified in subsection (c).
- (NEW) Public schools in this state shall be prohibited from joining any group or association that require, as a condition of membership, teachers, administrators or other employees of a school district, charter school or virtual charter school to teach, provide instruction, or offer any Course that includes, incorporates, or is based on discriminatory practices identified in subsection (c) and violate state law.

In addition, the rule outlines potential certification action against employees found in violation of the provisions of the law or rule as well as retaliation and whistle blower protections.

**The law requires the policy be included in student and employee handbooks. What if our books are already finalized?**

Once the updated policy is approved, your district can provide printed a copy of the updated policy to students and employees as an addendum and also add it to any online versions of the handbooks.

**What should our district’s teachers know about HB 1775?**

You are welcome to share this guidance document with administrators and teachers. Please reassure them that conversations about race, gender and diversity aren’t off limits. Rather, the safe place of the classroom is the right and appropriate place for these conversations.

**What should our community know about our district’s implementation of HB 1775?**

Personal, one-on-one communication will likely be best.

When your district receives questions about HB 1775 or the topics it covers, share the board policy with the community member or parent and explain that the district follows the state's academic standards and does not teach the information prohibited by state law and the board policy. Explain that the district is committed to providing a caring and welcoming environment where the needs of all students are met, including their need to be and to feel respected, safe and heard.

Once the district approves the board policy, post it on the policy portion of the district's website to ensure parents can review it at any time.

Please know the OSSBA communications team is available to assist if you need more in-depth guidance or resources related to HB 1775 communication.

### **(UPDATED) Is there a formal complaint process related to the provisions of HB 1775?**

Yes. According to the rules, the required district policy must include a formal complaint process for individuals who believe a violation of the policy may have occurred. According to the rule, a complaint must be investigated if it meets the following criteria:

- Submitted in writing, signed and dated by the complainant, including complaints submitted through electronic mail that include electronic signatures;
- Identifies the dates the alleged discriminatory act occurred;
- Explains the alleged violation and/or discriminatory conduct and how the statute or rule has been violated;
- Includes relevant information that would enable a public school to investigate the alleged violation; and
- Identifies witnesses the school may interview. The school will not dismiss a complaint for failure to identify witnesses.

(UPDATED) The district policy must identify who will receive complaints and that person's name and contact information must be published on the website. Within 10 days of receiving a complaint, the designee must inform the complainant if the complaint will be investigated. The district has **45** days from receipt of the complaint to complete the investigation **and** notify the complainant of the final determination. Within **10** days of a complaint resolution, the designated employee must report the resolution to the state Education Department.

Individuals also can file a complaint of alleged policy violation with the state Education Department. The complaints must be filed in a process that is similar to the process required for school districts and will be investigated through the normal accreditation process.

### **What are possible outcomes from a formal complaint?**

If the district-level investigation determines the employee violated the policy, the district may use progressive discipline to address the incident, including verbal and written growth/corrective action plans and directives through the TLE evaluation process.

Outcomes at the state level are outlined in the state Education Department's emergency rules. Once SDE receives the report from the district or completes its own investigation, SDE officials will decide whether to initiate proceedings to suspend the employee's license or certificate. If it is determined the employee **willfully** violated the policy, the State Board of Education will initiate proceedings to revoke

the employee's license or certificate. The employee would have a right to a hearing and could also have legal representation.

A person may not file a complaint simultaneously with a school district and the state Education Department. However, a person who has filed a complaint at the district level who believes the district incorrectly declined to investigate a complaint or reached an incorrect conclusion in its investigation may subsequently file a complaint with state education officials.

### **Questions?**

OSSBA's advocacy, legal and communications teams are available to answer questions and provide assistance.

# Wellston Schools - Exhibit A

School Year 2022-23	Recommendations - Extra Duty	
Name	2021-22 Position	
James Jones	Head Varsity Football Coach	
Dillon Endecott	Head Varsity Fast-Pitch Softball Coach	
Clancy Richards	Head Boys Varsity Basketball Coach	
Kyle Richter	Head Girls Varsity Basketball Coach	
Dillon Endecott	Head Varsity Baseball Coach	
Clancy Richards	Head Varsity Slow-Pitch Softball Coach	
Jennifer Hull	Head Cheerleading Coach	
Dillon Endecott	Athletic Director	

# Wellston Schools - Exhibit B

School Year 2022-23	Recommendations - Support Staff	
Name	2021-22 Position	2021-22 Site
Debbie Bailey	Middle/High School Paraprofessional	505-705
Joe Clark	Technology Director	District
Mike Clark	Bus Driver/Part-time maintenance	District
Adrienne Cooper	Child Nutrition Staff Member	District
Terry Davis	Maintenance Staff Member	District
Larry Davis	Bus Driver	District
Shirley Estes	Elementary Paraprofessional	105
Kim Ethridge	Child Nutrition Staff Member	District
Traci Franklin	Child Nutrition Staff Member	District
Ashley Goodman	Middle/High School Paraprofessional	505-705
Ruth Greenfield	Elementary Administrative Assistant- Front Office & Elementary Activity Fund Custodian	105
Jennifer Hull	Elementary Paraprofessional	105
Chris Hunt	Maintenance and Transportation Director	District
Dina Jackson	Child Nutrition Staff Member	105
Vicki Magar	Middle/High School Custodian	505-705
Ashleigh McGaricle	Elementary Custodian	105
Rachel Morley	Elementary Paraprofessional	105
Jim Murphy	Bus Driver	District
Eryn Ohl	Middle/High School Library Assistant	505-705
Estelette Payne	Middle/High School Activity Fund Custodian & Administrative Assistant-Supt	District
Bobbie Rackley	Bus Driver	District
Jessica Todd	Elementary Paraprofessional	105
Betty Waterson	Child Nutrition Director	District
Beth Withrow	Encumbrance Clerk, Minutes Clerk, Administrative Assistant - Admin Bldg	District
Rachelle Withrow	Child Nutrition Staff Member	District
Melissa Woods	Elementary Paraprofessional	105
Dawn Yates	Treasurer, Middle/High School Administrative Assistant - Front Office	District