



**WELLSTON BOARD OF EDUCATION  
BOARD AGENDA**

Regular Meeting, Thursday, March 14, 2024, 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
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. - 4.9.
  - 4.1. Approve minutes of the February 8, 2024 regular board meeting and February 27, 2024 special board meeting.
  - 4.2. Accept Treasurer's Report including: Financial statements, fund balances, expenditures, revenue, warrants, bank summary, bond reports, and investments for the month ending.
  - 4.3. General Fund Payments

- 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
- 4.8. Sinking Fund 41 Payments
- 4.9. Discussion and possible action declaring district inventory as surplus
5. **BUSINESS (ACTION) ITEMS**
  - 5.1. Discussion and possible action on future plans for the district.
  - 5.2. Discussion and possible action on the 2023-24 Joint Agreement Contract - Academic Course Offerings and Sophomore Student Enrollment with GCTC.
  - 5.3. Discussion and possible action on approving the FY24 Audit contract with Ralph Osborn.
  - 5.4. Discussion and possible action on approving accounting and student information contracts with Sylogist Ed for the 2024-2025 school year.
  - 5.5. Discussion and possible action on approving a contract with Barlow Education Management for federal programs assistance for the 2024-2025 school year.
  - 5.6. Discussion and possible action on approving policies per OSSBA recommendation.
    - 5.6.1. CKAJ - School Security Surveillance Cameras
    - 5.6.2. EIAD - Parent-Teacher Conferences
    - 5.6.3. EMDB - Flags
    - 5.6.4. EMI - Moment of Silence
6. **NEW BUSINESS**
7. **PERSONNEL** Discuss and vote to go into executive session to:
  - (a) Discuss employment and appointment of personnel pursuant to 25 O.S. §307 (B) (1).
  - (b) Discuss the 2023-24 extra duty contracts and salary schedule pursuant to 25 O.S. §307 (B) (1).
    - 7.1. Acknowledge the board's return to open session.
    - 7.2. Executive Session Minutes Compliance Announcement.
    - 7.3. Discussion and possible action on the regular teaching contracts of certified personnel in mass or separately as listed on Exhibit A.
    - 7.4. Discussion and possible action on the 2023-24 extra duty contracts and salary schedule.
8. **Information to and from the Board**
9. **Adjournment**

POSTED: WELLSTON SCHOOL ADMINISTRATION BUILDING

DATE: Tuesday March 12, 2024 at 2:10 p.m.

POSTED BY: MIKE FRANZ

Elementary Board Meeting Report  
March 14, 2024

Elementary Student Count: 235

Making plans for summer.

1. Teachers attending Payne Education Center for reading and Tulsa Regional STEM alliance for math.
2. Summer School Dates: Possibly May 28-June 6

Arts Family Night and Dr. Suess week was a success.

Upcoming events:

1. Parent/teacher conferences this week.
2. Easter parties March 29
3. Looking at supplemental materials for math.



Wellston Board of Education Regular Meeting  
Thursday, February 8, 2024 6:30 PM Central  
Administration Building, 708 Birch Avenue, Wellston, Oklahoma 74881

Mallory Ebers: Present  
Crystal Hull: Present  
Bradley Pittman: Present  
Justin Rackley: Present  
Brock Terrell: Present  
Present: 5.

## 1. ROUTINE ITEMS

### 1.1. Call to Order

Called to order at 6:31 p.m.

### 1.2. Roll Call

All members present. Others present included Mike Franz- superintendent, Greg Grimmett- MS/HS principal, Susan Wray- ES principal, Dawn Yates- treasurer, and Beth Withrow- minutes' clerk.

Guests present included: Eric Bozeman, Brittney Gordon, Van Storm, Sammy Jackson, Jon Wells, Bernie Colbert, Ralph Osborn, Christa Coover, and Dorothy Swanda.

### 1.3. Establishment of a Quorum

Quorum established

### 1.4. Possible consideration and vote to approve Agenda

Motion to approve agenda. This motion, made by Bradley Pittman and seconded by Justin Rackley, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Bradley Pittman: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

### 5.1. Discussion and possible action on future plans for the district.

Presentation provided by Renaissance and Joe D Hall about possible future projects.

Discussion about future plans for the district and possible options moving forward.

### 5.2. Discussion and possible action on FY23 Audit - Ralph.

Audit presentation by Ralph Osborn.

Motion to approve the 2022-2023 Audit provided by Ralph Osborn. This motion, made by Mallory Ebers and seconded by Crystal Hull, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Bradley Pittman: 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

Calendar update: we have been out 6 days due to snow, power outages and water issues. If there is some additional inclement weather, we will be utilizing virtual days.

Mr. Terrell is taking one or two students to the H.O.B.Y. leadership conference.

Legislative update about proposed bills/rules.

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

Enrollments numbers and spring shows are starting up for FFA.

#### 3.3. Elementary Principal's Report

Enrollment numbers, Mrs. Boyer was nominated and is one of the top 7 finalists in the Jonathan Tinney award for special education teachers, we have been designated as a healthy school, and the PTO and art/music programs are working on putting together an Arts Family Night, more details to come.

#### 3.4. Booster Club Report

The school farm - electricity is up and running! Mr. Coulson has a student who plans to utilize the farm to keep their animal.

The trophy auction raised approximately \$29,000 and had around 300 people in attendance.

#### 3.5. Athletic Report

High school basketball plays in Okarche for districts this weekend.

JH Basketball has concluded its season.

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. - 4.9.

Motion to approve Consent Agenda in mass, items 4.1. - 4.9. This motion, made by Brock Terrell and seconded by Bradley Pittman, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Bradley Pittman: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

4.1. Approve minutes of the January 9, 2024 regular board meeting

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

4.3. General Fund Payments

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

4.8. Discussion and possible action declaring district inventory as surplus

4.9. Approve activity fund fundraiser additions for the 2023-2024 school year.

## 5. BUSINESS (ACTION) ITEMS

5.3. Discussion and possible action on approving American Fidelity as the section 125 plan provider for the 2024-2025 school year.

Motion to approve American Fidelity as our section 125 plan provider for the 2024-2025 school year. This motion, made by Bradley Pittman and seconded by Crystal Hull, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Bradley Pittman: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

5.4. Discussion and possible action on approving policies per OSSBA recommendation.

Motion to approve policies per OSSBA recommendation in mass; 5.4.1 - 5.4.2. This motion, made by Mallory Ebers and seconded by Brock Terrell, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Bradley Pittman: Yea

Justin Rackley: Yea

Brock Terrell: Yea  
Yea: 5, Nay: 0

**5.4.1. Policy FNCFD - STUDENT DRUG TESTING  
PROGRAM EXTRACURRICULAR ACTIVITIES**

**5.4.2. Policy FNCFD-E - STUDENT EXTRACURRICULAR ACTIVITIES  
CONTRACT**

5.5. Discussion and possible action on approving the purchase of new doors at the middle/high school site including parts and installation.

Motion to approve the purchase of new doors at the middle/high school site. This motion, made by Crystal Hull and seconded by Brock Terrell, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Bradley Pittman: Yea  
Justin Rackley: Yea  
Brock Terrell: Yea  
Yea: 5, Nay: 0

5.6. Discussion and possible action on adding track as an available sport for boys and girls. Motion to approve adding track as an offered sport for boys and girls. This motion, made by Brock Terrell and seconded by Bradley Pittman, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Bradley Pittman: Yea  
Justin Rackley: Yea  
Brock Terrell: Yea  
Yea: 5, Nay: 0

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

- (a) Discuss employment and appointment of personnel pursuant to 25 O.S. §307 (B) (1).
- (b) Discuss the Superintendent's contract pursuant to 25 O.S. §307 (B) (1).
- (c) Discuss the building principal's evaluations and contracts pursuant to 25 O.S. §307 (B) (1).

Motion to go into executive session at 8:19 p.m. This motion, made by Mallory Ebers and seconded by Crystal Hull, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Bradley Pittman: Yea  
Justin Rackley: Yea  
Brock Terrell: Yea  
Yea: 5, Nay: 0

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

Mallory Ebers acknowledged the boards return to open session at 9:07 p.m.

6.2. Executive Session Minutes Compliance Announcement.

Executive Session Minutes Compliance Statement provided by Mallory Ebers.

6.3. Discussion and possible action on the Superintendent's contract.

Motion to approve superintendent's contract per board recommendation. This motion, made by Mallory Ebers and seconded by Bradley Pittman, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Bradley Pittman: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

6.4. Discussion and possible action to re-employ Greg Grimmett as high school/middle school principal for the 2024-2025 school year.

Motion to re-employ Greg Grimmett as high school/middle school principal for the 2024-2025 school year superintendent recommendation. This motion, made by Brock Terrell and seconded by Justin Rackley, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Bradley Pittman: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

6.5. Discussion and possible action to re-employ Susan Wray as elementary school principal for the 2024-2025 school year.

Motion to re-employ Susan Wray as elementary school principal for the 2024-2025 school year superintendent recommendation. This motion, made by Bradley Pittman and seconded by Crystal Hull, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Bradley Pittman: Yea

Justin Rackley: Yea

Brock Terrell: Yea

Yea: 5, Nay: 0

**7. NEW BUSINESS**

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

The next regularly scheduled board meeting is Thursday March 14, 2024 at 6:30 p.m.

**9. Adjournment**

Motion to adjourn at 9:11. This motion, made by Justin Rackley and seconded by Bradley Pittman, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Bradley Pittman: Yea  
Justin Rackley: Yea  
Brock Terrell: Yea  
Yea: 5, Nay: 0



Wellston Board of Education Special Meeting  
Tuesday, February 27, 2024 4:30 PM Central  
Administration Building, 708 Birch Avenue, Wellston, Oklahoma 74881

Mallory Ebers: Present  
Crystal Hull: Present  
Bradley Pittman: Present  
Justin Rackley: Absent  
Brock Terrell: Absent  
Present: 3, Absent: 2.

1. Call to Order

Called to order at 4:31 p.m.

2. Roll Call

Three members present, Mike Franz- superintendent, and Beth Withrow- minutes' clerk.

3. Establishment of a Quorum

Quorum established.

4. Possible consideration and vote to approve Agenda

Motion to approve agenda. This motion, made by Crystal Hull and seconded by Bradley Pittman, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Bradley Pittman: Yea  
Justin Rackley: Absent  
Brock Terrell: Absent  
Yea: 3, Nay: 0, Absent: 2

5. Discussion and possible action on approving general fund payments.

Motion to approve general fund payments. This motion, made by Crystal Hull and seconded by Bradley Pittman, Carried.

Mallory Ebers: Yea  
Crystal Hull: Yea  
Bradley Pittman: Yea  
Justin Rackley: Absent  
Brock Terrell: Absent  
Yea: 3, Nay: 0, Absent: 2

**6. Adjournment**

Motion to adjourn at 4:33 p.m. This motion, made by Crystal Hull and seconded by Bradley Pittman, Carried.

Mallory Ebers: Yea

Crystal Hull: Yea

Bradley Pittman: Yea

Justin Rackley: Absent

Brock Terrell: Absent

Yea: 3, Nay: 0, Absent: 2

# Wellston Public Schools

## Receipt Register

**Options:** Fund: Governmental Funds, Show Detail: Yes, Date Range: 2/1/2024 - 2/29/2024, Account: All, Status: All

Receipt No	Date		Received From					Amount	Status
	Year	Fund	Acct Type	Acct No	Project	Program	Unit	Amount	
133	2/1/2024		Logan County Clerk					\$292.14	Posted
	2024	11	AR	1110	000	000	050	\$215.30	
						2024	11 Total	\$215.30	
	2024	21	AR	1110	000	000	050	\$30.75	
						2024	21 Total	\$30.75	
	2024	41	AR	1110	000	000	050	\$46.09	
						2024	41 Total	\$46.09	
134	2/2/2024		OK State Department of Education					\$1,298.68	Posted
	2024	11	AR	3720	385	700	050	\$1,298.68	
						2024	11 Total	\$1,298.68	
135	2/2/2024		E. Underwood					\$550.00	Posted
	2024	21	AR	1420	000	000	050	\$550.00	
						2024	21 Total	\$550.00	
136	2/9/2024		OK State Department of Education					\$2,655.76	Posted
	2024	11	AR	4720	764	700	050	\$2,655.76	
						2024	11 Total	\$2,655.76	
137	2/9/2024		OK State Department of Education					\$10,437.75	Posted
	2024	11	AR	4710	763	700	050	\$10,437.75	
						2024	11 Total	\$10,437.75	
138	2/12/2024		OK Tax Commission					\$28,807.29	Posted
	2024	11	AR	3110	000	000	050	\$2,575.20	
	2024	11	AR	3130	000	000	050	\$9,190.21	
	2024	11	AR	3120	000	000	050	\$17,041.88	
						2024	11 Total	\$28,807.29	
139	2/14/2024		Wellston Schools Activity Fund					\$16,470.72	Posted
	2024	11	AR	5160	000	000	050	\$16,470.72	
						2024	11 Total	\$16,470.72	
140	2/14/2024		Lincoln County Clerk					\$256,850.89	Posted
	2024	11	AR	2100	000	000	050	\$24,428.23	
	2024	11	AR	1110	000	000	050	\$167,325.13	
	2024	11	AR	1120	000	000	050	\$721.74	
	2024	11	AR	1350	000	000	050	\$2,755.49	
	2024	11	AR	2200	000	000	050	\$867.16	
	2024	11	AR	3150	000	000	050	\$37.47	
	2024	11	AR	3620	000	000	050	\$30.99	
						2024	11 Total	\$196,166.21	
	2024	21	AR	1110	000	000	050	\$23,916.83	
	2024	21	AR	1120	000	000	050	\$103.16	
	2024	21	AR	3620	000	000	050	\$4.43	
						2024	21 Total	\$24,024.42	
	2024	41	AR	3620	000	000	050	\$6.76	
	2024	41	AR	1110	000	000	050	\$36,477.81	
	2024	41	AR	1120	000	000	050	\$175.69	
						2024	41 Total	\$36,660.26	
141	2/15/2024		OK State Department of Education					\$301.14	Posted
	2024	11	AR	3250	331	000	050	\$301.14	
						2024	11 Total	\$301.14	

# Wellston Public Schools

## Receipt Register

**Options:** Fund: Governmental Funds, Show Detail: Yes, Date Range: 2/1/2024 - 2/29/2024, Account: All, Status: All

Receipt No	Date		Received From					Amount	Status
	Year	Fund	Acct Type	Acct No	Project	Program	Unit	Amount	
142	2/15/2024		OK State Department of Education					\$17,084.30	Posted
	2024	11	AR	3250	335	000	050	\$17,084.30	
						2024	11 Total	\$17,084.30	
143	2/15/2024		OK State Department of Education					\$22,304.02	Posted
	2024	11	AR	3250	334	000	050	\$22,304.02	
						2024	11 Total	\$22,304.02	
144	2/15/2024		OK State Department of Education					\$199,297.62	Posted
	2024	11	AR	3210	000	000	050	\$199,297.62	
						2024	11 Total	\$199,297.62	
145	2/23/2024		Arvest CC Cash Back					\$297.86	Posted
	2024	11	AR	1590	000	000	050	\$297.86	
						2024	11 Total	\$297.86	
146	2/23/2024		OK State Department of Education					\$1,275.56	Posted
	2024	11	AR	4760	768	700	050	\$1,275.56	
						2024	11 Total	\$1,275.56	
147	2/23/2024		OK State Department of Education					\$8,917.74	Posted
	2024	11	AR	4140	561	000	050	\$8,917.74	
						2024	11 Total	\$8,917.74	
148	2/23/2024		OK State Department of Education					\$33,986.00	Posted
	2024	11	AR	4180	588	000	050	\$33,986.00	
						2024	11 Total	\$33,986.00	
149	2/27/2024		OK Land Commission					\$8,987.96	Posted
	2024	11	AR	3140	000	000	050	\$8,987.96	
						2024	11 Total	\$8,987.96	
150	2/29/2024		First Bank and Trust MM Interest Earned					\$16.65	Posted
	2024	11	AR	1310	000	000	050	\$16.65	
						2024	11 Total	\$16.65	
151	2/29/2024		First Bank and Trust Interest Earned					\$406.69	Posted
	2024	11	AR	1310	000	000	050	\$406.69	
						2024	11 Total	\$406.69	

**Year and Fund Totals:**

2024	11	\$548,927.25
2024	21	\$24,605.17
2024	41	\$36,706.35

**Total Receipts Posted =** \$610,238.77

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

**Wellston Public Schools**

**Outstanding Payments**

**Options: As Of Date: 2/29/2024**

Year	Fund	No	Date	Reg Date	Vendor No	Vendor	Amount
2024	11	1868	1/11/2024	1/31/2024	13555	STAR2STAR COMMUNICATIONS, LL	\$653.09
2024	11	1885	1/11/2024	1/31/2024	375	HOBART	\$819.49
2024	11	2021	2/12/2024	2/29/2024	12589	OKLAHOMA FCCLA	\$50.00
2024	11	2050	2/14/2024	2/29/2024	80092	LISA M KNOY	\$189.87
2024	11	2052	2/14/2024	2/29/2024	13655	COUIE E SPARKS	\$188.87
2024	11	2058	2/28/2024	2/29/2024	13737	COATS FAMILY BEEF	\$25002.00
2024	11	2059	2/28/2024	2/29/2024	821	US FOODS	\$2363.93
<b>Total: 2024 11</b>							<b>\$29,267.25</b>
2024	31	1002	2/12/2024	2/29/2024	837	GYMCO	\$2650.00
<b>Total: 2024 31</b>							<b>\$2,650.00</b>
<b>Total Outstanding:</b>							<b>\$31,917.25</b>

# Wellston Public Schools

## Balance Sheet

Options: As Of Date: 2/29/2024

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		\$0.00
11	2022	GENERAL		(\$6,050.14)
11	2023	GENERAL		\$8,101.10
11	2024	GENERAL		\$772,542.31
Fund 11 Total				\$774,593.27
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		\$0.00
21	2022	BUILDING		\$0.00
21	2023	BUILDING		\$0.00
21	2024	BUILDING		\$180,961.67
Fund 21 Total				\$180,961.67
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

# Wellston Public Schools

## Balance Sheet

Options: As Of Date: 2/29/2024

31	2021	BUILDING BOND		\$0.00
31	2022	BUILDING BOND		\$0.00
31	2023	BUILDING BOND		\$0.00
31	2024	BUILDING BOND		\$78,569.24
				<hr/>
Fund 31 Total				\$78,569.24
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
				<hr/>
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		\$0.00
41	2022	SINKING		\$0.00
41	2023	SINKING		\$0.00
41	2024	SINKING		\$0.00
				<hr/>
Fund 41 Total				\$235,622.02
60	2017	HS/MS ACTIVITY FUND		\$234,456.04
60	2018	HS/MS ACTIVITY FUND		\$444,083.53
60	2019	HS/MS ACTIVITY FUND		\$530,359.71
60	2020	HS/MS ACTIVITY FUND		\$307,144.88
60	2021	HS/MS ACTIVITY FUND		\$304,689.75
60	2022	HS/MS ACTIVITY FUND		\$338,988.68
60	2023	HS/MS ACTIVITY FUND		\$469,400.43
60	2024	HS/MS ACTIVITY FUND		\$377,894.70
				<hr/>
Fund 60 Total				\$3,007,017.72
61	2017	ELEMENTARY ACTIVITY FUND		\$78,565.40
61	2018	ELEMENTARY ACTIVITY FUND		\$83,655.53
61	2019	ELEMENTARY ACTIVITY FUND		\$84,036.71
61	2020	ELEMENTARY ACTIVITY FUND		\$52,772.59
61	2021	ELEMENTARY ACTIVITY FUND		\$61,776.43
61	2022	ELEMENTARY ACTIVITY FUND		\$81,885.55
61	2023	ELEMENTARY ACTIVITY FUND		\$86,069.83
61	2024	ELEMENTARY ACTIVITY FUND		\$78,228.93
				<hr/>
Fund 61 Total				\$606,990.97
Cash Total				\$4,883,754.89
<b>Investments</b>				
11	2017	GENERAL		\$0.00
11	2019	GENERAL		\$0.00
				<hr/>
Fund 11 Total				\$0.00
61	2017	ELEMENTARY ACTIVITY FUND		\$0.00
				<hr/>
Fund 61 Total				\$0.00
Investments Total				\$0.00

Revenue Receivable

# Wellston Public Schools

## Balance Sheet

Options: As Of Date: 2/29/2024

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	\$0.00
11	2022	GENERAL	\$0.00
11	2023	GENERAL	\$0.00
11	2024	GENERAL	(\$6,050.14)
			<u>(\$3,842,812.23)</u>
		Fund 11 Total	(\$3,848,862.37)
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	\$0.00
21	2022	BUILDING	\$0.00
21	2023	BUILDING	\$0.00
21	2024	BUILDING	\$0.00
			<u>(\$347,701.43)</u>
		Fund 21 Total	(\$347,701.43)
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	(\$245,039.16)
			<u>\$0.00</u>
		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	\$0.00

**Wellston Public Schools**

**Balance Sheet**

Options: As Of Date: 2/29/2024

31	2022	BUILDING BOND	\$0.00
31	2023	BUILDING BOND	\$0.00
31	2024	BUILDING BOND	(\$79,487.24)
<b>Fund 31 Total</b>			<b>(\$79,487.24)</b>
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)
<b>Fund 32 Total</b>			<b>(\$160,000.00)</b>
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	\$0.00
41	2022	SINKING	\$0.00
41	2023	SINKING	\$0.00
41	2024	SINKING	(\$240,997.02)
<b>Fund 41 Total</b>			<b>(\$240,997.02)</b>
60	2017	HS/MS ACTIVITY FUND	(\$234,456.04)
60	2018	HS/MS ACTIVITY FUND	(\$362,614.15)
60	2019	HS/MS ACTIVITY FUND	(\$439,726.29)
60	2020	HS/MS ACTIVITY FUND	(\$233,371.90)
60	2021	HS/MS ACTIVITY FUND	(\$227,256.25)
60	2022	HS/MS ACTIVITY FUND	(\$259,589.32)
60	2023	HS/MS ACTIVITY FUND	(\$359,418.28)
60	2024	HS/MS ACTIVITY FUND	(\$278,840.60)
<b>Fund 60 Total</b>			<b>(\$2,395,272.83)</b>
61	2017	ELEMENTARY ACTIVITY FUND	(\$53,288.83)
61	2018	ELEMENTARY ACTIVITY FUND	(\$51,232.30)
61	2019	ELEMENTARY ACTIVITY FUND	(\$48,910.04)
61	2020	ELEMENTARY ACTIVITY FUND	(\$35,699.63)
61	2021	ELEMENTARY ACTIVITY FUND	(\$38,498.43)
61	2022	ELEMENTARY ACTIVITY FUND	(\$52,057.83)
61	2023	ELEMENTARY ACTIVITY FUND	(\$33,420.22)
61	2024	ELEMENTARY ACTIVITY FUND	(\$23,692.06)
<b>Fund 61 Total</b>			<b>(\$336,799.34)</b>
<b>Revenue Receivable Total</b>			<b>(\$7,654,159.39)</b>
<b>Assets Total</b>			<b>(\$2,770,404.50)</b>

**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

# Wellston Public Schools

## Balance Sheet

Options: As Of Date: 2/29/2024

11	2021	GENERAL	\$0.00
11	2022	GENERAL	\$0.00
11	2023	GENERAL	\$0.00
11	2024	GENERAL	\$29,267.25
			Fund 11 Total
			\$29,267.25
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
21	2023	BUILDING	\$0.00
21	2024	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
31	2023	BUILDING BOND	\$0.00
31	2024	BUILDING BOND	\$2,650.00
			Fund 31 Total
			\$2,650.00
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
41	2023	SINKING	\$0.00
41	2024	SINKING	\$0.00
			Fund 41 Total
			\$0.00
			Outstanding Warrants Total
			\$31,917.25
<b>Fund Balance</b>			
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

## Wellston Public Schools

## Balance Sheet

Options: As Of Date: 2/29/2024

11	2018	GENERAL	\$0.00
11	2019	GENERAL	\$0.00
11	2020	GENERAL	\$0.00
11	2021	GENERAL	\$0.00
11	2022	GENERAL	(\$6,050.14)
11	2023	GENERAL	\$2,050.96
11	2024	GENERAL	(\$3,099,537.17)
		<b>Fund 11 Total</b>	<b>(\$3,103,536.35)</b>
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
		<b>Fund 12 Total</b>	<b>\$0.00</b>
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	\$0.00
21	2022	BUILDING	\$0.00
21	2023	BUILDING	\$0.00
21	2024	BUILDING	(\$166,739.76)
		<b>Fund 21 Total</b>	<b>(\$166,739.76)</b>
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
		<b>Fund 22 Total</b>	<b>(\$245,039.16)</b>
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	\$0.00
31	2022	BUILDING BOND	\$0.00
31	2023	BUILDING BOND	\$0.00
31	2024	BUILDING BOND	(\$3,568.00)
		<b>Fund 31 Total</b>	<b>(\$3,568.00)</b>
32	2013	BOND FUND	\$0.00

## Wellston Public Schools

## Balance Sheet

Options: As Of Date: 2/29/2024

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		\$0.00
41	2022	SINKING		\$0.00
41	2023	SINKING		\$0.00
41	2024	SINKING		(\$5,375.00)
			Fund 41 Total	(\$5,375.00)
60	2017	HS/MS ACTIVITY FUND		\$0.00
60	2018	HS/MS ACTIVITY FUND		\$81,469.38
60	2019	HS/MS ACTIVITY FUND		\$90,633.42
60	2020	HS/MS ACTIVITY FUND		\$73,772.98
60	2021	HS/MS ACTIVITY FUND		\$77,433.50
60	2022	HS/MS ACTIVITY FUND		\$79,399.36
60	2023	HS/MS ACTIVITY FUND		\$109,982.15
60	2024	HS/MS ACTIVITY FUND		\$99,054.10
			Fund 60 Total	\$611,744.89
61	2017	ELEMENTARY ACTIVITY FUND		\$25,276.57
61	2018	ELEMENTARY ACTIVITY FUND		\$32,423.23
61	2019	ELEMENTARY ACTIVITY FUND		\$35,126.67
61	2020	ELEMENTARY ACTIVITY FUND		\$17,072.96
61	2021	ELEMENTARY ACTIVITY FUND		\$23,278.00
61	2022	ELEMENTARY ACTIVITY FUND		\$29,827.72
61	2023	ELEMENTARY ACTIVITY FUND		\$52,649.61
61	2024	ELEMENTARY ACTIVITY FUND		\$54,536.87
			Fund 61 Total	\$270,191.63
			Fund Balance Total	(\$2,802,321.75)
			Liabilities, Reserves and Fund Balance Total	(\$2,770,404.50)

Revenue vs Expense 2021-2026

Month	2021-2022		2022-2023		2023-2024		2024-2025		2025-2026	
	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses
July	144,777.92	239,336.08	50,749.41	73,001.39	42,331.06	123,782.31				
August	307,537.94	174,525.72	264,046.01	237,792.96	336,646.62	353,374.92				
September	424,000.31	514,116.06	293,770.22	904,767.39	337,665.16	893,607.06				
October	296,172.12	395,513.40	293,772.73	142,823.27	313,995.24	139,051.86				
November	282,432.71	583,333.66	288,401.34	617,346.48	405,242.48	375,202.58				
December	384,191.86	370,988.92	786,725.89	447,619.53	503,919.59	493,599.88				
January	1,033,658.15	408,799.00	1,124,303.32	402,321.48	1,124,446.37	476,455.98				
February	493,638.47	468,307.74	516,977.28	421,003.13	610,238.77	488,494.70				
March	290,797.46	376,783.17	349,672.33	714,308.55						
April	663,549.54	620,509.44	478,381.44	342,293.27						
May	641,746.02	1,323,932.57	382,670.15	1,293,769.93						
June	554,604.91	86,765.69	671,708.04	56,786.69						
Totals	\$5,517,107.41	\$5,562,911.45	\$5,481,178.16	\$5,653,834.07	\$3,674,485.29	\$3,343,569.29	\$0.00	\$0.00	\$0.00	\$0.00
over/short		(\$45,804.04)		(\$172,655.91)		\$330,916.00		\$0.00		\$0.00

Notes:

General Fund 11 Only

Month	2021-2022		2022-2023		2023-2024		2024-2025		2025-2026	
	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses	Revenue	Expenses
July	142,211.93	143,371.66	48,868.96	73,001.39	40,910.93	123,782.31				
August	304,784.09	127,405.72	262,552.03	110,570.22	334,726.87	208,374.92				
September	421,722.16	443,007.58	289,383.14	902,517.39	334,374.66	893,607.06				
October	293,000.00	384,195.90	291,710.71	83,959.52	310,905.18	133,676.86				
November	281,283.24	583,333.66	266,728.66	617,346.48	403,894.20	375,202.58				
December	375,921.95	369,588.92	776,849.10	444,760.03	501,779.49	493,599.88				
January	864,094.17	408,799.00	944,085.33	402,321.48	895,110.40	456,407.49				
February	443,327.89	468,307.74	465,709.94	407,767.51	548,927.25	483,235.43				
March	285,607.00	376,783.17	345,364.79	713,114.80						
April	628,520.08	395,081.94	446,348.16	71,924.02						
May	623,567.67	1,320,653.75	363,601.04	1,270,329.93						
June	551,594.01	86,765.69	561,253.58	54,899.94						
Totals	\$5,215,634.19	\$5,107,294.73	\$5,062,455.44	\$5,152,512.71	\$3,370,628.98	\$3,167,886.53	\$0.00	\$0.00	\$0.00	\$0.00
over/short	\$108,339.46		(\$90,057.27)		\$202,742.45		\$0.00		\$0.00	

# February 2024

General #11		Building #21	
\$ 679,634.20	Balance Forward	\$ 158,047.77	Balance Forward
\$ 483,235.43	Warrants 1896 - 2059	\$ 1,691.27	Warrants 21004 - 21005
\$ 215.30	2/1 Logan County Clerk	\$ 30.75	2/1 Logan County Clerk
\$ 1,298.68	2/2 OSDE State Matching	\$ 550.00	2/2 E. Underwood
\$ 2,655.76	2/9 OSDE Breakfast Program	\$ 24,024.42	2/14 Lincoln County Clerk
\$ 10,437.75	2/9 OSDE Lunch Program	\$ 180,961.67	Balance
\$ 28,807.29	2/12 OK Tax Commission		
\$ 16,470.72	2/14 Wellston Schools Activity Fund	Building Bond #31	
\$ 196,166.21	2/14 Lincoln County Clerk	\$ 79,487.24	Balance Forward
\$ 301.14	2/15 OSDE Certified in Lieu of	\$ 3,568.00	Warrantes 1001-1002
\$ 17,084.30	2/15 OSDE Support Health Allowance	\$ 75,919.24	Balance
\$ 22,304.02	2/15 OSDE Certified Health Allowance		
\$ 199,297.62	2/15 OSDE Financial Support	Sinking Fund #41	
\$ 297.86	2/23 Arvest CC Cash Back	\$ 198,915.67	Balance Forward
\$ 1,275.56	2/23 OSDE Fresh Fruit & Veggies	\$ 46.09	2/1 Logan County Clerk
\$ 8,917.74	2/23 OSDE Indian Ed	\$ 36,660.26	2/14 Lincoln County Clerk
\$ 33,986.00	2/23 OSDE Small Rural Schools	\$ 235,622.02	Balance
\$ 8,987.96	2/27 OK Land Commission		
\$ 16.65	2/29 First Bank & Trust MM Interest		
\$ 406.69	2/29 First Bank & Trust Interest		
\$ 745,326.02			
	Balance		

#900211

\$	6,349.80	Balance Forward
\$	16.65	Interest earned
<hr/>		
\$	6,366.45	Balance

\$	1,116,084.88	Balance Forward
\$	610,238.77	Revenue
\$	488,494.70	Expenses
<hr/>		
\$	1,237,828.95	Balance

\$	1,263,380.50	Bank Balance
\$	31,917.25	Outstanding Warrants
\$	6,366.45	Money Market
\$	0.75	Bank Check for Kelly Curry
<hr/>		
\$	1,237,828.95	Balance

General

\$	548,927.25	Revenue
\$	483,235.43	Expenses



# Wellston Public Schools

## Revenue By Month

Options: Fiscal Year: 2024, Funds: 11-41

Account	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun	Total
AR 6140	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	\$42,331.06	\$1,173,159.25	\$337,665.16	\$313,995.24	\$405,242.48	\$503,919.59	\$1,124,446.37	\$610,238.77	\$0.00	\$0.00	\$0.00	\$0.00	\$4,510,997.92

## Wellston Public Schools

### Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 2/1/2024 - 2/29/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 ATHLETICS	\$10,371.66	\$3,100.00	\$0.00	\$1,867.50	\$11,604.16	\$4,779.00	\$6,825.16
802 FFA	\$21,415.61	\$26,068.50	\$0.00	\$12,036.01	\$35,448.10	\$34,238.00	\$1,210.10
804 CLASS OF 2022	\$342.05	\$0.00	\$0.00	\$0.00	\$342.05	\$0.00	\$342.05
806 CLASS OF 2024	\$3,045.78	\$0.00	\$0.00	\$0.00	\$3,045.78	\$0.00	\$3,045.78
807 WEA	\$4,280.83	\$240.00	\$0.00	\$0.00	\$4,520.83	\$0.00	\$4,520.83
808 H.S. SOFTBALL	\$6,268.33	\$0.00	\$0.00	\$312.31	\$5,956.02	\$200.00	\$5,756.02
809 FCCLA	\$3,075.27	\$0.00	\$0.00	\$0.00	\$3,075.27	\$35.00	\$3,040.27
811 MURAL FUND	\$489.50	\$0.00	\$0.00	\$0.00	\$489.50	\$0.00	\$489.50
812 YEARBOOK	\$15,193.01	\$390.00	\$0.00	\$0.00	\$15,583.01	\$0.00	\$15,583.01
814 H.S. CHEERLEADERS	\$1,755.26	\$2,294.00	\$0.00	\$55.96	\$3,993.30	\$950.00	\$3,043.30
818 BAND	\$3,247.05	\$184.10	\$0.00	\$0.00	\$3,431.15	\$0.00	\$3,431.15
819 PETTY CASH	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00
820 COUNSELOR	\$422.37	\$0.00	\$0.00	\$0.00	\$422.37	\$0.00	\$422.37
821 M.S. CHEERLEADERS	\$1,549.45	\$0.00	\$0.00	\$0.00	\$1,549.45	\$365.00	\$1,184.45
822 CONCESSION	\$4,523.39	\$600.60	\$0.00	\$1,759.16	\$3,364.83	\$1,200.00	\$2,164.83
823 SPANISH CLUB	\$289.11	\$0.00	\$0.00	\$0.00	\$289.11	\$0.00	\$289.11
824 NATIONAL HONOR SOCIETY	\$685.68	\$0.00	\$0.00	\$0.00	\$685.68	\$0.00	\$685.68
826 CLASS OF 2025	\$1,999.52	\$139.30	\$0.00	\$0.00	\$2,138.82	\$0.00	\$2,138.82
827 SPEECH/DRAMA	\$207.02	\$0.00	\$0.00	\$0.00	\$207.02	\$0.00	\$207.02
828 ART CLASS	\$449.30	\$400.00	\$0.00	\$111.14	\$738.16	\$290.00	\$448.16
829 CLASS OF 2026	\$401.00	\$0.00	\$0.00	\$0.00	\$401.00	\$0.00	\$401.00
832 FELLOWSHIP CHRISTIAN ATHLETES	\$30.34	\$0.00	\$0.00	\$0.00	\$30.34	\$0.00	\$30.34
834 BASEBALL	\$13,517.97	\$3,349.25	\$0.00	\$2,189.37	\$14,677.85	\$7,360.00	\$7,317.85
835 CHILD NUTRITION	\$16,470.72	\$8,315.25	\$0.00	\$16,528.97	\$8,257.00	\$0.00	\$8,257.00
836 BETTY WATERSON-CNP	\$563.82	\$0.00	\$0.00	\$119.76	\$444.06	\$188.65	\$255.41
837 MISCELLANEOUS	\$214.92	\$170.69	\$0.00	\$0.00	\$385.61	\$0.00	\$385.61
838 PARAGON	\$139.88	\$69.00	\$0.00	\$155.81	\$53.07	\$0.00	\$53.07
839 AP	\$34.98	\$0.00	\$0.00	\$0.00	\$34.98	\$0.00	\$34.98
843 LIBRARY	\$757.13	\$88.00	\$0.00	\$0.00	\$845.13	\$550.00	\$295.13
844 GENERAL FUND REFUND	\$1,533.00	\$35.00	\$0.00	\$0.00	\$1,568.00	\$0.00	\$1,568.00
846 SCIENCE CLUB	\$77.51	\$0.00	\$0.00	\$0.00	\$77.51	\$0.00	\$77.51
850 LEGAKO SCHOLARSHIP FUND	\$16,751.87	\$0.00	\$0.00	\$0.00	\$16,751.87	\$0.00	\$16,751.87
851 H.S. MISC	\$87.93	\$0.00	\$0.00	\$0.00	\$87.93	\$0.00	\$87.93
852 GIRLS BASKETBALL	\$7,234.28	\$0.00	\$0.00	\$610.48	\$6,623.80	\$600.00	\$6,023.80
853 BOYS BASKETBALL	\$2,631.96	\$0.00	\$0.00	\$43.17	\$2,588.79	\$260.00	\$2,328.79
856 BPA	\$312.94	\$0.00	\$0.00	\$0.00	\$312.94	\$0.00	\$312.94
858 TEACHER OF THE YEAR	\$818.00	\$0.00	\$0.00	\$0.00	\$818.00	\$0.00	\$818.00
860 TROY SWAFFORD SCHOLARSHIP	\$875.00	\$0.00	\$0.00	\$0.00	\$875.00	\$0.00	\$875.00
<b>Total</b>	<b>\$142,263.44</b>	<b>\$45,443.69</b>	<b>\$0.00</b>	<b>\$35,789.64</b>	<b>\$151,917.49</b>	<b>\$51,015.65</b>	<b>\$100,901.84</b>

## Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 297 - 500, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	297	02/13/2024	897	THE BEST OF BOOKS	class set of paperback books (20)	220.00
11	298	02/13/2024	856	J & J STEEL	Metal for fixing livestock trailer	250.00
11	299	02/16/2024	13566	ARVEST	Amazon - Baseball Bat	100.00
11	300	02/16/2024	13566	ARVEST	Amazon - Marucci Baseball Bat	400.00
11	301	02/16/2024	13566	ARVEST	Wood and supplies for repairing livestock trailer	650.00
11	302	02/15/2024	13566	ARVEST	LIBRARY FURNITURE	2,000.00
<del>11</del>	<del>303</del>	<del>02/21/2024</del>	<del>13566</del>	<del>ARVEST</del>	<del>MillRight Carl Perkins CNC</del>	<del>4,504.00</del>
<del>11</del>	<del>304</del>	<del>01/01/2024</del>	<del>13566</del>	<del>ARVEST</del>	<del>CARL PERKINS - FACS</del>	<del>17.99</del>
<del>11</del>	<del>306</del>	<del>12/15/2023</del>	<del>13737</del>	<del>COATS FAMILY BEEF</del>	<del>LFS GRANT - BEEF PURCHASE</del>	<del>25,002.00</del>
11	307	02/23/2024	661	PROFESSIONAL OKLAHOMA EDUCATORS	FINANCE TRAINING	200.00
11	308	01/01/2024	12376	CAPITAL ONE	CNP SUPPLIES	52.24
11	309	12/01/2023	12266	KRISTA MOTLEY, MS, CCC-SLP	SPEECH THERAPY	7,122.50
11	310	12/01/2023	240	HOME DEPOT CREDIT SERVICES	MAINTENANCE SUPPLIES	973.96
11	311	12/01/2023	780	OKLA THERAPY CONSULTANTS	OCCUPATIONAL THERAPY	5,278.75
11	312	12/01/2023	121	TEEL OSWALD	TESTING	1,600.00
11	313	12/01/2023	157	AUTO-CHLOR SERVICES, LLC.	CLEANER	515.00
11	314	12/01/2023	13013	PLANK AUTO SUPPLY	MAINTENANCE SUPPLIES	22.96
11	315	12/01/2023	12138	OREILLY AUTO PARTS	TRANSPORTATION SUPPLIES	625.51
11	316	12/01/2023	451	ROSENSTEIN FIST & RINGOLD	LEGAL FEES	65.00
11	317	12/01/2023	12147	SAFEGUARD FIRE LLC	FIRE ALARM SYSTEM REPAIR	450.00
11	318	12/01/2023	13723	COLLIER CONSULTING	CONSULTING FEE	1,800.00
11	319	12/01/2023	468	ALCOHOL & DRUG TESTING INC	BUS DRIVER AND STUDENT TESTING	225.40
11	320	12/01/2023	12556	ATWOODS- JOHN DEERE FINANCIAL	Floor Jacks for pickups	77.73
11	321	12/01/2023	13517	HOLT TRUCK CENTERS	BUS PARTS	892.60
11	322	12/01/2023	13206	KELLY CURRY	PHYSICAL THERAPY	666.25
11	323	02/01/2024	13407	MIKE FRANZ	CPR TRAINING REIMB.	10.00
11	324	01/01/2024	13487	OK DHS FINANCE - REVENUE PROC	COMMODITY DISTRIBUTION ASSESSMENT FEE	721.71
11	325	01/01/2024	12290	LINCOLN CO ELECTION	SCHOOL BOARD ELECTION FEES	1,473.30
11	326	03/08/2024	501	RIVERSIDE INSIGHTS	Gifted and Talented Testing	576.00
11	327	03/08/2024	12376	CAPITAL ONE	food for projects	500.32
11	328	03/08/2024	12365	PALEN MUSIC	Music Book	21.90
11	329	01/01/2024	13745	VERSATILE NETWORKS, LLC	CAMERA INSTILLATION	4,800.00
11	330	11/01/2023	37	THE LINCOLN COUNTY NEWS	LEGAL NOTICE	11.45
11	331	01/01/2024	13566	ARVEST	MONTHLY BILLING/SUPPLIES	6,444.67

<b>Non-Payroll Total:</b>	<b>\$68,271.24</b>
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<b>Payroll Total:</b>	<b>\$0.00</b>
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<b>Balance Forward:</b>	<b>\$0.00</b>
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<b>Report Total:</b>	<b>\$68,271.24</b>
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PO 303-306 Were approved at the February 27, 2024 special board meeting.

## Budget Analysis

**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2023-2024						
11 GENERAL	5,715,757.54	5,451,182.67	3,462,416.86	1,988,765.81	264,574.87	95.37%
<b>Total 2023-2024</b>	<b>\$5,715,757.54</b>	<b>\$5,451,182.67</b>	<b>\$3,462,416.86</b>	<b>\$1,988,765.81</b>	<b>\$264,574.87</b>	<b>95.37 %</b>
<b>Report Total</b>	<b>\$5,715,757.54</b>	<b>\$5,451,182.67</b>	<b>\$3,462,416.86</b>	<b>\$1,988,765.81</b>	<b>\$264,574.87</b>	<b>95.37 %</b>

**Date Range:** 7/1/2023 - 6/30/2024

**Classification Bolding:** N/A

**Print Detail:** No



<b>Dimension</b>	<b>Group Order</b>	<b>Total</b>	<b>Bold</b>	<b>Filter</b>
Fiscal Year	1	Yes	No	2024
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	

**Encumbrance Register**

**Options:** Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 2 - 2, Fund Codes: 41

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
41	2	03/01/2024	498	UMB BANK NA	BOND PAYMENT & INTEREST PAYMENT	220,375.00
<b>Non-Payroll Total:</b>						<b>\$220,375.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$220,375.00</b>

2024 February Surplus

Item	Quantity	Date Surplused	Date Removed	Notes / Picture
Library Chairs w/casters	27	2/8/24		
Library Chairs w/out casters	27	2/8/24		



# Gordon Cooper

## TECHNOLOGY CENTER

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March 1, 2024

Mr. Mike Franz,

In an effort to meet the requirements set forth by the OSDE and the ODCTE, I need your assistance in obtaining the approval of your local board of education in order for the academic courses listed on the attached sheets to be counted for academic credit for students from your district that attend Gordon Cooper Technology Center and to allow sophomore students from your district to enroll at Gordon Cooper Technology Center as well. The academic courses in question are the same courses that have been offered through Gordon Cooper Technology Center for the past several years. The accompanying document provides much more detail regarding the academic courses offered at Gordon Cooper Technology Center to your students. All courses have been approved by the Oklahoma State Board of Education for Gordon Cooper Technology Center to offer, all courses are taught current standards, and all courses are taught by a Highly Qualified teacher per the federal NCLB guidelines.

As a reminder, our involvement in providing academic coursework began several years ago when graduation requirements began to increase. Our desire is to simply offer academic courses for students that choose to attend Gordon Cooper Technology Center. As we all know, it has become harder and harder for kids to meet increased graduation requirements. I hope our offering these courses provides a sound option for your students in both areas.

For those districts that offer weighted credit for various courses and/or various courses at various grade levels I would also ask that you consider the same courses that we offer for similar weighted credit. Concerning any of the courses that we offer, if you need additional information please let me know and I will provide whatever you may need.

In addition I would ask you to approve allowing any of your sophomores to enroll in appropriate CTE courses at Gordon Cooper Technology Center. Right now that would only include Pre-Engineering Academy students and possibly IEP students where appropriate.

Thanks for your help and after your board approves this request simply sign and email a copy to Ronda Brady at [rondab@gctech.edu](mailto:rondab@gctech.edu) of the attached form and the board agenda. Please review the attached information and call me if you have any questions. I will be happy to present to you or your board if you feel it is necessary.

Respectfully submitted,

Julie McCormick, Superintendent

**Joint Agreement – Academic Course Offerings  
and Sophomore Student Enrollment**

between

Wellston Public Schools  
Wellston, OK

and

Gordon Cooper Technology Center  
Shawnee, OK

Wellston Public Schools and Gordon Cooper Technology Center hereby agree to enter into a Joint Agreement allowing Gordon Cooper Technology Center to offer certain Academic Courses as approved by the Oklahoma State Board of Education and as listed on the attached sheets and allowing Sophomore level students to enroll in appropriate CTE courses at Gordon Cooper Technology Center.

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Mr. Mike Franz, Superintendent  
Wellston Public Schools

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Board President  
Wellston Public Schools

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Date of Local Board Approval

(please attach a copy of the appropriate board agenda after approval)

**GORDON COOPER TECHNOLOGY CENTER**  
**COURSE UNITS**  
***HIGH SCHOOL TRANSCRIPTING OPTIONS***

<b>COURSE</b>	<b>YEAR</b>	<b>ELECTIVE UNITS</b>	<b>OPTIONAL ACADEMIC UNITS</b>
Applied Welding Technology	Year 1 Year 2	3 units 4 units	1 unit Geometry <sup>1</sup>
Automotive Service Technology	Year 1 Year 2	3 units 4 units	1 unit Geometry 1 unit Int. Algebra <sup>4</sup>
Aviation Maintenance Technology	Year 1 Year 2	4 units 4 units	Jr. yr. – Algebra II Sr. yr. – Pre-Calc
<b><u>BUSINESS &amp; COMPUTER</u></b> Business Education Technology Computer Network Technology Digital Media Production Digital Careers	Year 1 Year 2  Year 1	3 units 3 or 4 units  3 units or 4 units	1 unit Computer Science I <sup>2</sup> OHLAP 1 unit Computer Science II <sup>2</sup> OHLAP  1 unit Computer Science I <sup>2</sup> OHLAP 1 unit Computer Science II <sup>2</sup> OHLAP
Carpentry & Masonry Trades ( <b>NBC</b> ) <sup>5</sup>	Year 1 Year 2	3 units 4 units	1 unit Geometry <sup>1</sup>
Criminal Justice & Emergency Services	Year 1 Year 2	4 units 4 units	
Automotive Collision Technology	Year 1 Year 2	3 units 4 units	Intermediate Algebra <sup>4</sup>
Cosmetology	Year 1 Year 2	4 units 4 units	
Graphic Design ( <b>NBC</b> ) <sup>5</sup>	Year 1 Year 2	3 units 3 or 4 units	1 unit Computer Science I <sup>2</sup> OHLAP 1 unit Computer Science II <sup>2</sup> OHLAP
Early Care and Education	Year 1 Year 2	4 units 4 units	
Electrical Careers Technology	Year 1 Year 2	3 units 4 units	1 unit Geometry <sup>1</sup>
Health Careers Advanced Health Careers	Year 1 Year 2	3 units 4 units	1 unit Anatomy <sup>3</sup>
Heating, Air Conditioning & Refrigeration Technology	Year 1 Year 2	3 units 4 units	1 unit Geometry <sup>1</sup>
Pre-Engineering Academy			<b>* SEE FLOW CHART</b>
Precision Machining I and II	Year 1 Year 2	3 units 3 units	1 unit Geometry (PM I) <sup>1</sup> 1 unit Pre-Calc (PM II) <sup>1</sup>
Professional Diesel Technology	Year 1 Year 2	3 units 4 units	1 unit Intermediate Algebra <sup>4</sup>

*According to 70 O.S. § 11-103.6(D)(2)(g), as amended by Senate Bill 1370 (2018), an approved CareerTech (CTE) course may be used to satisfy one unit of mathematics credit for students on the Core Curriculum pathway.*

Units of Credit: Accreditation Standards indicate 1 unit of credit may be awarded for 120 hours of instruction. These courses include 525 hours of instruction each year for a high school student. This is equivalent to 4 + units. Units awarded are determined by local boards.

**Algebra II or Trig will be offered as a separate pull out class to anyone needing additional math credits per request. Personal Financial Literacy will be offered at home high school counselor's request. (course offerings will vary depending on demand)**

1. Geometry and Pre-Calc and Algebra 2 courses are taught by certified secondary math instructors, are aligned to the PASS objectives, and meet the NCLB and OHLAP requirements for 2019-2020. A competency test is also required. APPROVED BY THE STATE BOARD OF EDUCATION 4/19/01.
2. These courses are taught by certified instructors and meet the SDE requirements for Computer Science credit. 3. Anatomy satisfies a lab science requirement for high school graduation and the course meets OHLAP requirements. APPROVED BY THE STATE BOARD OF EDUCATION 2020.
4. These courses are taught by certified math teachers with content ABOVE Algebra I and DO satisfy a math requirement for a standard diploma and the NCLB requirements. Intermediate Algebra can be counted as a math between Algebra I and Algebra II if your local school board approves it as such. Intermediate Algebra does not meet OHLAP requirements.
5. **NBC**- Nationally Board Certified Instructor

**Ryan Walters**  
**State Superintendent of Public Instruction**  
**Oklahoma State Department of Education**  
**2500 North Lincoln Boulevard, Oklahoma City, Oklahoma 73105-4599**

**CONTRACT FOR AUDIT OF PUBLIC SCHOOLS**  
**2023-2024 SCHOOL YEAR**

The Audit reports are to be made in accordance with Oklahoma Statutes and the Rules and Regulations of the State Board of Education. The contracting auditing firm stipulates that the audit will include a financial and compliance examination in accordance with the standards for financial and compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; when applicable, the provisions of the Uniform Administrative Requirements Cost Principles, and Audit Requirements for Federal Awards, also known as 2 C.F.R Part 200. The contracting auditing firm is currently included on the State Board of Education's list of approved public school auditors.

We, the undersigned, do hereby further stipulate that we have entered into an agreement to provide an annual audit of the financial affairs and transactions of all funds and activities of the school district specified below. The audit period shall cover the 2023-2024 fiscal year beginning July 1, 2023 and ending June 30, 2024.

This audit contract was approved by the Board of Education and entered in the minutes of its meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**ATTEST:**

<hr/> <b>Clerk</b> <b>WELLSTON</b> <hr/> <b>District</b>	<hr/> <b>LINCOLN</b> <hr/> <b>County</b>	<hr/> <b>President</b> <b>I-4</b> <hr/> <b>County/District Number</b>
Approved this _____	Day of _____	2024.

**RALPH OSBORN, CPA**

**AUDITING FIRM**

**SIGNATURE OF AUTHORIZED REPRESENTATIVE OF AUDITING FIRM**

**PLEASE EXECUTE THIS FORM IN TRIPLICATE:**

- (1) copy for the school file
- (1) copy for the contracting auditing firm
- (1) copy to be submitted to the State Department of Education

**EMAIL A SIGNED CONTRACT TO [KATHERINE.BLACK@SDE.OK.GOV](mailto:KATHERINE.BLACK@SDE.OK.GOV) OR MAIL A**

**COPY TO:** Katherine Black, Executive Director, Financial Accounting  
Oklahoma State Department of Education  
2500 North Lincoln Boulevard, Suite 420  
Oklahoma City, Oklahoma 73105-4599

**MUST BE FILED NO LATER THAN JUNE 30, 2024**

Contracts dated prior to January 20, 2024, will **not** be accepted.

Contracts which do not contain **all** of the above provisions **will not** be accepted.

*Ralph Osborn*  
*Certified Public Accountant*

500 South Chestnut  
P.O. Box 1015  
Bristow, OK 74010

(918) 367-2208  
(888) 413-2208  
Fax (918) 367-1034  
or (888) 261-6468

February 28, 2024

Wellston Public Schools  
Wellston, OK

We are pleased to confirm our understanding of the services we are to provide Wellston Public Schools for the year ended June 30, 2024.

**Audit Scope and Objectives**

We will audit the financial statements - regulatory basis including the notes to the financial statements which collectively comprise the basic financial statements of Wellston Public Schools as of and for the year ended June 30, 2024. The regulatory basis of accounting provided for certain required supplementary information (RSI) such as the schedule of statutory, fidelity, and honesty bonds. Such information, although not a part of the basic financial statements, is required by the Oklahoma Department of Education who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Wellston Public School's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by the regulatory basis of accounting and will be subjected to certain limited procedures, but will not be audited.

1. Schedule of statutory, fidelity, and honesty bonds.

We have also been engaged to report on supplementary information other than RSI that accompanies Wellston Public School's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a separate written report accompanying our auditor's report on the financial statements OR in a report combined with our auditor's report on the financial statements.

1. Schedule of expenditures of federal awards.
2. Combining statement of assets, liabilities, and fund equity all agency funds.
3. Combining statement of changes in assets and liabilities activity fund.

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error: issue an auditor's report that includes my opinion about whether or not your financial statements are fairly presented, in all material respects, in conformity with the regulatory basis of accounting of the Oklahoma Department of Education; and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and Government Auditing Standards will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also includes reporting on-

- \* Internal Control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- \* Internal control related to major programs and an opinion ( or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

### **Auditor's Responsibilities for the Audit of the Financial Statements**

We will be conduct our audit in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and Government Auditing Standards, we will exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant estimates made by management. We will also evaluate the overall presentation of the financial statements including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse .

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with the regulatory basis of accounting of the Oklahoma Department of Education and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable amount of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

#### **Audit Procedures-Internal Control**

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and to design and perform the audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other non-compliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than on resulting from error, as fraud may involve collusion, forgery, intentional

omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and Government Auditing Standards.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program.

However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

### **Audit Procedures- Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Wellston Public School's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such as an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Wellston Public School's major programs. The purpose of these procedures will be to express an opinion on Wellston Public School's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We will also assist in preparing estimate of needs, the financial statements, schedule of expenditures of federal awards, and related notes of Wellston Public School in conformity with the regulatory basis of accounting of the Oklahoma Department of Education and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferable from senior management, with suitable skill, knowledge, or experience, evaluate the adequacy and results of those services and accept responsibility for them.

## **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with the regulatory basis of accounting of the Oklahoma Department of Education; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements (including award agreements).

Management is responsible for making drafts of financial statements all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and related-party relationships and transactions and other matters (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance (3) additional information that we may request for the purpose of the audit and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and Government Auditing Standards.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communication from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review on June 30, 2022.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our

report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period ( or, if they have changed, the reason for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with the regulatory basis of accounting. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the regulatory basis; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the regulatory basis; (3) the methods of measurement or presentation have not changed from those used in the prior period ( or, if they have changed, the reason for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other non audit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Engagement Administrations, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Ralph Osborn, CPA and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Oklahoma Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Ralph Osborn, CPA personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the cognizant agency, oversight agency, or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our fee for these services will not exceed \$5,000. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies work may be suspended if your account becomes sixty days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

### **Reporting**

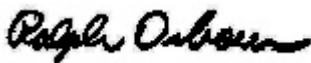
We will issue a written report upon completion of our audit of your financial statements. Our report will be addressed to the Board of Education of Wellston Public Schools. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports or we may withdraw from the engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by Government Auditing Standards. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with the regulatory basis and the standards of financial audits contained in Government Auditing Standards may not satisfy the relevant legal, regulatory, or contractual requirements.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We appreciate the opportunity to be of service to Wellston Public Schools and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Ralph Osborn

RESPONSE:

This letter correctly sets forth the understanding of Wellston Public Schools.

By:  
Title:  
Date:



# Software Service Order Agreement

Term of Agreement: 2024-2025 Fiscal Year

**Customer:** WELLSTON PUBLIC SCHOOLS

**Addr:** P.O. BOX 60  
WELLSTON OK 74881

**October Membership:** 508

SYLOGISTED, INC.

**Addr:** 908 EAST 35TH STREET  
SHAWNEE, OK 74804

**Phone:** (800)749-5691 **Email:** accounts@sylogist.com

## Re-Occurring Fiscal Year Charges

Re-Occurring Fiscal Year Charges are based on the membership (200 minimum) from the latest October 1 count.

Description	Total
Student Information	\$4,480.56
Gradebook	\$1,122.68
Lunch Room	\$1,122.68
Student Records Portal	\$843.28
Student Information Horizontal SIF® Agent - SIF® is a registered trademark of Schools Interoperability Framework Association.	NA
Google Classroom™ Integration - Google Classroom™ is a registered trademark of Google Inc.	\$275.63
Rostering Integration	NA
Student Information Query Designer	NA

**Total 2024-2025 Fiscal Year Charges:** \$7,844.83

### Terms and Conditions

- The software charge includes phone support for two (2) designated Student Information contacts per accredited site, one (1) designated Gradebook contact per accredited site, and one (1) designated Lunch Room contact per lunchroom site. Additional contacts can be added at an additional cost. SylogistEd, Inc. shall provide the phone support during normal business hours of 8:00 a.m. to 5:00 p.m. CST, Monday through Friday, exclusive of holidays. SylogistEd, Inc. shall have full and free access to the Customer equipment and software to provide support.
- The software charge includes interactive online training via training videos and webinars.

3. On-site training (by appointment only) will be charged \$1000.00 per day from 9:30 a.m. through 3:30 p.m. CST and round-trip mileage at the current IRS rate. Additional time is \$165.00 per hour.
4. The Student Information software charge includes the SIF Agent for SIF 2.0r1 Wave Profile. Additional 2.0r1 Horizontal Agent Profiles can be added at an additional cost of \$ 0.56 per student X October membership.
5. Pre-defined query templates for use with the Query Designer can be purchased for a one-time fee of \$250.00 each.
6. For each renewal, the fees may, at SylogistEd's discretion, increase by an amount not to exceed 5%, no more than one time per annum.
7. Customer agrees that SylogistEd, Inc. shall not be liable to Customer for any incidental or consequential damages, loss, or other liabilities arising out of the use or inability to use the software.
8. The terms and conditions of this agreement supersede those of all previous agreements between the parties with respect to the use of the software and such use hereafter is subject to the terms and conditions of this agreement.
9. This agreement shall be governed by the Laws of the State of Oklahoma.

### Software as a Service

1. Definitions.
  - (a) Application means the software and other material used by SylogistEd, Inc. to access, configure, and provide the Services. The Application(s) identified in the Service Order Agreement are licensed on a subscription basis and delivered as hosted online software using the Software as a Service (SaaS) model.
  - (b) Charges mean the fees payable by Customer pursuant to the Software Service Order Agreement.
  - (c) Customer Data means any data that Customer sends to the Service and any data that Customer receives from the Service in fulfillment of a request, excluding any content deemed to be Intellectual Property.
  - (d) Documentation means instructions and examples pertaining to appropriate integration with and proper use of the Services.
  - (e) Intellectual Property Rights means all intellectual property rights, including patents, trademarks, trade name, service mark, copyright, trade secrets, know-how, process, technology, development tool, ideas, concepts, design right, domain names, moral right, database right, methodology, algorithm and invention, and any other proprietary information (whether registered, unregistered, pending, or applied for).
  - (f) Privacy Policy and Terms of Service means the SylogistEd, Inc. Privacy Policy and Terms of Service in effect at the time of this Agreement, which is incorporated herein by reference and which is subject to change without notice.
  - (g) Service shall have the meaning set forth in the SylogistEd, Inc. Privacy Policy and Terms of Service.
  - (h) Service Order Agreement means the Software Service Order Agreement delivered by SylogistEd, Inc. to Customer which sets forth the service and fees for the current fiscal year.
  - (i) Usage Data means any data that SylogistEd, Inc. collects or generates during the performance of the Service, including non-confidential elements of Customer Data.
2. Service.
  - (a) SylogistEd, Inc. Obligations. SylogistEd, Inc. hereby agrees, subject to and during the term of this Agreement and the Privacy Policy and Terms of Service: (i) to provide the Service to Customer; (ii) to grant or procure a right for Customer to access and use the Application as a part of the Service only; (iii) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service; and (iv) to notify customer promptly of any such unauthorized access to, or use of, the Service that SylogistEd, Inc. becomes aware of (provided SylogistEd, Inc. is not required to actively monitor the Customer's account access).
  - (b) Customer Obligations. Customer hereby agrees, as allowed by Oklahoma constitution or law, subject to and during the term of this Agreement: (i) to comply with the Privacy Policy and Terms of Service; (ii) not to reverse-engineer the Application; (iii) to use an appropriate integration method for the volume and/or nature of queries to the Service; (iv) that it is solely responsible for all of its activities and for the accuracy, integrity, legality, reliability, and appropriateness of all Customer Data; (v) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service, and notify SylogistEd, Inc. promptly of any such unauthorized use; (vi) to comply with all applicable laws in using the Service, wherever such use occurs, and not use, or require SylogistEd, Inc. to use, any Customer Data obtained via the Service for any unlawful purpose; and (vii) to accurately represent Customer's use of the Service and data obtained from the Service.
3. Service Order Agreement. The Service Order Agreement will be effective only when signed by Customer and SylogistEd, Inc. Any modifications or changes to the Services under any executed Service Order Agreement will be effective only if and when memorialized in a mutually agreed written change order signed by both Parties.
4. Access to the Service, Attribution, and Charges.
  - (a) Customer Accounts. Customer must provide SylogistEd, Inc. with valid contact information prior to receiving access to the Service in compliance with the Privacy Policy and Terms of Service.
  - (b) Data Preparation & Configuration. Customer will ensure that: (i) Customer Data is in proper format as specified by the Documentation; and (ii) no other software, data, or equipment having an adverse impact on the Service has been introduced.
5. Availability, Maintenance, and Technical Support.
  - (a) Availability & Maintenance. SylogistEd, Inc. will use commercially reasonable efforts to make the Service available. Downtime for maintenance, upgrades, enhancement, or any other reason, may be scheduled at any time.
  - (b) Technical Support. Unless otherwise provided in the Service Order Agreement, SylogistEd, Inc. will offer technical and customer support on a first-come, first-served basis during regular business hours, Central Standard Time.
6. Third-Party Software Integration Acknowledgements, Representations, and Agreements. SylogistEd, Inc. will provide software as part of the Service that will allow the Customer to share data with third-party applications.

(a) It is understood and agreed that SylogistEd, Inc. is not responsible for the security of the data once it has been provided by the Customer to a third party using the Service.

(b) It is understood and agreed that SylogistEd, Inc. is not releasing this data to a third party. It is acknowledged and agreed that under no circumstance shall SylogistEd, Inc. be deemed to be a direct or indirect transferor of information/data to any third party. SylogistEd, Inc. is only providing software that will allow the Customer to share data with third-party applications.

(c) Customer hereby represents that it is aware of all duties, requirements and restrictions set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

(d) Customer hereby represents that it shall perform all duties and requirements set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

(e) Customer hereby represents that it shall refrain from performing any act restricted under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

(f) Customer hereby agrees that it shall, as allowed by Oklahoma constitution or law, defend, indemnify, reimburse, and make whole in any manner, SylogistEd, Inc. for any form of damages sustained as a direct or indirect result of the Customer's failure to follow any duty, requirement, restriction or other that is mandated under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance. This shall include any and all attorney fees, costs, expenses, expert fees, and other that SylogistEd, Inc. could incur.

(g) Customer represents that it shall obtain all necessary authorizations (including authorizations from any parent/guardian, student or other interested third person) as required by law before any information/data is transferred by it to a third party.

### 7. Intellectual Property Rights.

(a) SylogistEd, Inc. Intellectual Property. SylogistEd, Inc. and its third-party licensors (as appropriate) shall retain all Intellectual Property Rights in the Service and Usage Data. Except as expressly set forth herein, no SylogistEd, Inc. Intellectual Property Rights are granted to Customer. All pre-defined query templates are considered SylogistEd, Inc. Intellectual Property and are for the sole use of the intended school district and shall not be shared with any other entity.

(b) Customer Intellectual Property. Customer retains all Intellectual Property Rights in Customer Data. Customer grants SylogistEd, Inc. a license: (i) to use the Customer Data to the extent necessary for the performance of the Services; (ii) to keep an archival copy subject to the provisions of the relevant data protection regulations; and (iii) to create Usage Data by collecting non-confidential elements of Customer Data, such as dates, location codes, equipment types, carriers, and other data as determined by SylogistEd, Inc. and in conjunction with automatically generated data such as IP address, time, and frequency of access.

(c) Feedback Relating to Services. SylogistEd, Inc. shall have a perpetual, royalty-free, irrevocable, worldwide license to use and incorporate into the Services any suggestions, ideas, modification requests, feedback, or other recommendations related to the Services provided by or on behalf of Customer.

(d) Derivatives and Compilations of Usage Data. SylogistEd, Inc. shall have a perpetual, royalty-free, irrevocable, world-wide license to use, sublicense, and publish derivative works and compilations resulting from collection and analysis of Usage Data.

### 8. Privacy and Personal Information. (a) SylogistEd, Inc.'s Privacy Policy. SylogistEd, Inc.'s Privacy Policy and Terms of Service, made a part hereof, is available at <https://www.sylogist.com/privacy-policy>.

### 9. Term; Termination.

(a) Term. This Agreement is effective for the fiscal year set forth in the Software Service Order Agreement unless earlier terminated by either Customer or SylogistEd, Inc.

(b) Termination Without Cause. Customer may terminate this Agreement by discontinuing use of the Service and paying any remaining charges. SylogistEd, Inc. may terminate this Agreement by discontinuing its provision of the Service to Customer, in which case Customer is not obligated to pay any remaining charges.

(c) Breach. SylogistEd, Inc. may terminate this Agreement if Customer breaches any material obligation provided hereunder, including Customer's obligations specified in Section 2(b), which breach is not cured within five (5) days of SylogistEd, Inc.'s notice to Customer.

### 10. Confidential & Proprietary Information. For purposes of this Section, a Party receiving Confidential & Proprietary Information (as defined below) shall be the "Recipient" and the Party disclosing such information shall be the "Discloser."

(a) Acknowledgment. Customer hereby acknowledges that the Service (including any Documentation, source code, translations, compilations, partial copies, and derivative works used in connection with the Services) is provided using confidential and proprietary information belonging exclusively to SylogistEd, Inc. or its third-party licensor (as appropriate), and SylogistEd, Inc. hereby acknowledges that Customer Data contains confidential and proprietary information belonging exclusively to Customer or relating to its affairs (in each case, "Confidential & Proprietary Information").

Confidential & Proprietary Information does not include: (i) information already known or independently developed by Recipient outside the scope of this relationship by personnel not having access to any Confidential & Proprietary Information; (ii) information in the public domain through no wrongful act of Recipient, or (iii) information received by Recipient from a third-party who was free to disclose it.

(b) Covenant. Recipient hereby agrees that during the Term and at all times thereafter it shall not use, commercialize, or disclose such Confidential &

Proprietary Information of the Discloser to any person or entity, except to its own employees and agents having a "need to know" (and who themselves are bound by similar nondisclosure restrictions), and to such other recipients as the Discloser may approve in writing; provided that all such recipients shall have first executed a confidentiality agreement in a form acceptable to Discloser. Recipient shall not: (i) alter or remove from any Confidential & Proprietary Information of the Discloser any proprietary legend, or (ii) decompile, disassemble, or reverse engineer the Confidential & Proprietary Information (and any information derived in violation of such covenant shall automatically be deemed Confidential & Proprietary Information owned exclusively by the Discloser). Recipient shall use at least the same degree of care in safeguarding the Confidential & Proprietary Information of the Discloser as it uses in safeguarding its own confidential information, but in any event at least reasonable care. Upon termination or expiration of this Agreement, and regardless of whether a dispute may exist, Recipient shall, upon request by Discloser, return or destroy (as instructed by Discloser) all Confidential & Proprietary Information of Discloser in its possession or control and cease all further use thereof.

(c) Injunctive Relief. Recipient acknowledges that violation of the provisions of this Section would cause irreparable harm to Discloser not adequately compensable by monetary damages. In addition to other relief, it is agreed that injunctive relief shall be available without necessity of posting bond to prevent any actual or threatened violation of such provisions.

- 11. Notices. Notices sent to either Party shall be effective when delivered in person or transmitted electronically, one (1) day after being sent by overnight courier, two (2) days after being sent by first class mail postage prepaid to a physical address provided by the Customer, or five (5) days after being sent by email from SylogistEd, Inc. to the address in the Customer account. A copy of this Agreement and notices generated in good form shall be treated as "original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.
- 12. Survival. Termination shall have no effect on the Parties' rights or obligations under Section 8 ("Privacy and Personal Information"); Section 10 ("Confidential & Proprietary Information"), Section 13 ("Independent Contractor Status"), any payment obligations or any provision which by its nature should survive.
- 13. Independent Contractor Status. Each Party and its employees and agents are independent contractors in relation to the other Party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the Parties. Each Party shall remain responsible and shall, as allowed by Oklahoma constitution or law, indemnify and hold harmless the other Party, for the withholding and payment of all federal, state and local personal income, wage, earnings, occupation, social security, worker's compensation, unemployment, sickness and disability insurance taxes, payroll levies, or employee benefit requirements now existing or hereafter enacted and attributable to themselves and their respective people.
- 14. Miscellaneous. This document and the documents incorporated herein constitute the entire agreement between the Parties with respect to the subject matter hereof and supersede all other communications, whether written or oral. SylogistEd, Inc. reserves all rights not specifically granted herein. Neither Party shall be liable for delays caused by events beyond its reasonable control, except non-payment of amounts due hereunder shall not be excused by this provision. Any provision hereof found by a tribunal of competent jurisdiction to be illegal or unenforceable shall be automatically conformed to the minimum requirements of law and all other provisions shall remain in full force and effect. Waiver of any provision hereof in one instance shall not preclude enforcement thereof on future occasions.

Prepared By: Amanda Bunkerfield

Date Prepared: 2/23/2024

Accepted By (please circle one): Superintendent / Board President

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

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



# Software Service Order Agreement

Term of Agreement: 2024-2025 Fiscal Year

**Customer:** WELLSTON PUBLIC SCHOOLS

**Addr:** P.O. BOX 60  
WELLSTON OK 74881

**October Membership:** 508

SYLOGISTED, INC.

**Addr:** 908 EAST 35TH STREET  
SHAWNEE, OK 74804

**Phone:** (800)749-5691 **Email:** accounts@sylogist.com

## Re-Occurring Fiscal Year Charges

Re-Occurring Fiscal Year Charges are based on the membership (200 minimum) from the latest October 1 count.

Description	Total
Appropriated Funds	\$3,921.76
Payroll	NA
- Usage Fee Included In Appropriated Funds	
Treasurer	\$980.44
Activity Funds	\$737.68
-Additional Contact(s): 1 - Amount: \$250.00	
Personnel	\$980.44
Purchase Requisition	\$980.44
Fixed Assets	NA
Document Management	\$802.64
Accounting Query Designer	NA

**Total 2024-2025 Fiscal Year Charges:** \$8,403.40

### Terms and Conditions

- The software charge includes phone support for one (1) designated contact per application, excluding Document Management. Additional contacts can be added at an additional cost. SylogistEd, Inc. shall provide the phone support during normal business hours of 8:00 a.m. to 5:00 p.m. CST, Monday through Friday, exclusive of holidays. SylogistEd, Inc. shall have full and free access to the Customer equipment and software to provide support.
- The software charge includes interactive online training via training videos and webinars.
- On-site training (by appointment only) will be charged \$1000.00 per day from 9:30 a.m. through 3:30 p.m. CST and round-trip mileage at the current IRS mileage rate. Additional time is \$165.00 per hour.
- For each renewal, the fees may, at SylogistEd's discretion, increase by an amount not to exceed 5%, no more than one time per annum.
- Customer agrees that SylogistEd, Inc. shall not be liable to Customer for any incidental or consequential damages, loss, or other liabilities arising out of the use or inability to use the software.
- The terms and conditions of this agreement supersede those of all previous agreements between the parties with respect to the use of the software and such use hereafter is subject to the terms and conditions of this agreement.
- This agreement shall be governed by the Laws of the State of Oklahoma.

### Software as a Service

1. Definitions.
  - (a) Application means the software and other material used by SylogistEd, Inc. to access, configure, and provide the Services. The Application(s) identified in the Service Order Agreement are licensed on a subscription basis and delivered as hosted online software using the Software as a Service (SaaS) model.
  - (b) Charges mean the fees payable by Customer pursuant to the Software Service Order Agreement.
  - (c) Customer Data means any data that Customer sends to the Service and any data that Customer receives from the Service in fulfillment of a request, excluding any content deemed to be Intellectual Property.
  - (d) Documentation means instructions and examples pertaining to appropriate integration with and proper use of the Services.
  - (e) Intellectual Property Rights means all intellectual property rights, including patents, trademarks, trade name, service mark, copyright, trade secrets, know-how, process, technology, development tool, ideas, concepts, design right, domain names, moral right, database right, methodology, algorithm and invention, and any other proprietary information (whether registered, unregistered, pending, or applied for).
  - (f) Privacy Policy and Terms of Service means the SylogistEd, Inc. Privacy Policy and Terms of Service in effect at the time of this Agreement, which is incorporated herein by reference and which is subject to change without notice.
  - (g) Service shall have the meaning set forth in the SylogistEd, Inc. Privacy Policy and Terms of Service.
  - (h) Service Order Agreement means the Software Service Order Agreement delivered by SylogistEd, Inc. to Customer which sets forth the service and fees for the current fiscal year.
  - (i) Usage Data means any data that SylogistEd, Inc. collects or generates during the performance of the Service, including non-confidential elements of Customer Data.
2. Service.
  - (a) SylogistEd, Inc. Obligations. SylogistEd, Inc. hereby agrees, subject to and during the term of this Agreement and the Privacy Policy and Terms of Service: (i) to provide the Service to Customer; (ii) to grant or procure a right for Customer to access and use the Application as a part of the Service only; (iii) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service; and (iv) to notify customer promptly of any such unauthorized access to, or use of, the Service that SylogistEd, Inc. becomes aware of (provided SylogistEd, Inc. is not required to actively monitor the Customer's account access).
  - (b) Customer Obligations. Customer hereby agrees, as allowed by Oklahoma constitution or law, subject to and during the term of this Agreement: (i) to comply with the Privacy Policy and Terms of Service; (ii) not to reverse-engineer the Application; (iii) to use an appropriate integration method for the volume and/or nature of queries to the Service; (iv) that it is solely responsible for all of its activities and for the accuracy, integrity, legality, reliability, and appropriateness of all Customer Data; (v) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service, and notify SylogistEd, Inc. promptly of any such unauthorized use; (vi) to comply with all applicable laws in using the Service, wherever such use occurs, and not use, or require SylogistEd, Inc. to use, any Customer Data obtained via the Service for any unlawful purpose; and (vii) to accurately represent Customer's use of the Service and data obtained from the Service.
3. Service Order Agreement. The Service Order Agreement will be effective only when signed by Customer and SylogistEd, Inc. Any modifications or changes to the Services under any executed Service Order Agreement will be effective only if and when memorialized in a mutually agreed written change order signed by both Parties.
4. Access to the Service, Attribution, and Charges.
  - (a) Customer Accounts. Customer must provide SylogistEd, Inc. with valid contact information prior to receiving access to the Service in compliance with the Privacy Policy and Terms of Service.
  - (b) Data Preparation & Configuration. Customer will ensure that: (i) Customer Data is in proper format as specified by the Documentation; and (ii) no other software, data, or equipment having an adverse impact on the Service has been introduced.
5. Availability, Maintenance, and Technical Support.
  - (a) Availability & Maintenance. SylogistEd, Inc. will use commercially reasonable efforts to make the Service available. Downtime for maintenance, upgrades, enhancement, or any other reason, may be scheduled at any time.
  - (b) Technical Support. Unless otherwise provided in the Service Order Agreement, SylogistEd, Inc. will offer technical and customer support on a first-come, first-served basis during regular business hours, Central Standard Time.
6. Third-Party Software Integration Acknowledgements, Representations, and Agreements. SylogistEd, Inc. will provide software as part of the Service that will allow the Customer to share data with third-party applications.
  - (a) It is understood and agreed that SylogistEd, Inc. is not responsible for the security of the data once it has been provided by the Customer to a third party using the Service.
  - (b) It is understood and agreed that SylogistEd, Inc. is not releasing this data to a third party. It is acknowledged and agreed that under no circumstance shall SylogistEd, Inc. be deemed to be a direct or indirect transferor of information/data to any third party. SylogistEd, Inc. is only providing software that will allow the Customer to share data with third-party applications.
  - (c) Customer hereby represents that it is aware of all duties, requirements and restrictions set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
  - (d) Customer hereby represents that it shall perform all duties and requirements set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

(e) Customer hereby represents that it shall refrain from performing any act restricted under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

(f) Customer hereby agrees that it shall, as allowed by Oklahoma constitution or law, defend, indemnify, reimburse, and make whole in any manner, SylogistEd, Inc. for any form of damages sustained as a direct or indirect result of the Customer's failure to follow any duty, requirement, restriction or other that is mandated under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance. This shall include any and all attorney fees, costs, expenses, expert fees, and other that SylogistEd, Inc. could incur.

(g) Customer represents that it shall obtain all necessary authorizations (including authorizations from any parent/guardian, student or other interested third person) as required by law before any information/data is transferred by it to a third party.

### 7. Intellectual Property Rights.

(a) SylogistEd, Inc. Intellectual Property. SylogistEd, Inc. and its third-party licensors (as appropriate) shall retain all Intellectual Property Rights in the Service and Usage Data. Except as expressly set forth herein, no SylogistEd, Inc. Intellectual Property Rights are granted to Customer.

(b) Customer Intellectual Property. Customer retains all Intellectual Property Rights in Customer Data. Customer grants SylogistEd, Inc. a license: (i) to use the Customer Data to the extent necessary for the performance of the Services; (ii) to keep an archival copy subject to the provisions of the relevant data protection regulations; and (iii) to create Usage Data by collecting non-confidential elements of Customer Data, such as dates, location codes, equipment types, carriers, and other data as determined by SylogistEd, Inc. and in conjunction with automatically generated data such as IP address, time, and frequency of access.

(c) Feedback Relating to Services. SylogistEd, Inc. shall have a perpetual, royalty-free, irrevocable, worldwide license to use and incorporate into the Services any suggestions, ideas, modification requests, feedback, or other recommendations related to the Services provided by or on behalf of Customer.

(d) Derivatives and Compilations of Usage Data. SylogistEd, Inc. shall have a perpetual, royalty-free, irrevocable, world-wide license to use, sublicense, and publish derivative works and compilations resulting from collection and analysis of Usage Data.

### 8. Privacy and Personal Information. (a) SylogistEd, Inc.'s Privacy Policy. SylogistEd, Inc.'s Privacy Policy and Terms of Service, made a part hereof, is available at <https://www.sylogist.com/privacy-policy>.

### 9. Term; Termination.

(a) Term. This Agreement is effective for the fiscal year set forth in the Software Service Order Agreement unless earlier terminated by either Customer or SylogistEd, Inc.

(b) Termination Without Cause. Customer may terminate this Agreement by discontinuing use of the Service and paying any remaining charges.

SylogistEd, Inc. may terminate this Agreement by discontinuing its provision of the Service to Customer, in which case Customer is not obligated to pay any remaining charges.

(c) Breach. SylogistEd, Inc. may terminate this Agreement if Customer breaches any material obligation provided hereunder, including Customer's obligations specified in Section 2(b), which breach is not cured within five (5) days of SylogistEd, Inc.'s notice to Customer.

### 10. Confidential & Proprietary Information. For purposes of this Section, a Party receiving Confidential & Proprietary Information (as defined below) shall be the "Recipient" and the Party disclosing such information shall be the "Discloser."

(a) Acknowledgment. Customer hereby acknowledges that the Service (including any Documentation, source code, translations, compilations, partial copies, and derivative works used in connection with the Services) is provided using confidential and proprietary information belonging exclusively to SylogistEd, Inc. or its third-party licensor (as appropriate), and SylogistEd, Inc. hereby acknowledges that Customer Data contains confidential and proprietary information belonging exclusively to Customer or relating to its affairs (in each case, "Confidential & Proprietary Information").

Confidential & Proprietary Information does not include: (i) information already known or independently developed by Recipient outside the scope of this relationship by personnel not having access to any Confidential & Proprietary Information; (ii) information in the public domain through no wrongful act of Recipient, or (iii) information received by Recipient from a third-party who was free to disclose it.

(b) Covenant. Recipient hereby agrees that during the Term and at all times thereafter it shall not use, commercialize, or disclose such Confidential & Proprietary Information of the Discloser to any person or entity, except to its own employees and agents having a "need to know" (and who themselves are bound by similar nondisclosure restrictions), and to such other recipients as the Discloser may approve in writing; provided that all such recipients shall have first executed a confidentiality agreement in a form acceptable to Discloser. Recipient shall not: (i) alter or remove from any Confidential & Proprietary Information of the Discloser any proprietary legend, or (ii) decompile, disassemble, or reverse engineer the Confidential & Proprietary Information (and any information derived in violation of such covenant shall automatically be deemed Confidential & Proprietary Information owned exclusively by the Discloser). Recipient shall use at least the same degree of care in safeguarding the Confidential & Proprietary Information of the Discloser as it uses in safeguarding its own confidential information, but in any event at least reasonable care. Upon termination or expiration of this Agreement, and regardless of whether a dispute may exist, Recipient shall, upon request by Discloser, return or destroy (as instructed by Discloser) all Confidential & Proprietary Information of Discloser in its possession or control and cease all further use thereof.

(c) Injunctive Relief. Recipient acknowledges that violation of the provisions of this Section would cause irreparable harm to Discloser not adequately compensable by monetary damages. In addition to other relief, it is agreed that injunctive relief shall be available without necessity of posting bond to prevent any actual or threatened violation of such provisions.

### 11. Notices. Notices sent to either Party shall be effective when delivered in person or transmitted electronically, one (1) day after being sent by overnight courier, two (2) days after being sent by first class mail postage prepaid to a physical address provided by the Customer, or five (5) days after being sent by email from SylogistEd, Inc. to the address in the Customer account. A copy of this Agreement and notices generated in good form shall be

treated as "original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.

- 12. Survival. Termination shall have no effect on the Parties' rights or obligations under Section 8 ("Privacy and Personal Information"); Section 10 ("Confidential & Proprietary Information"), Section 13 ("Independent Contractor Status"), any payment obligations or any provision which by its nature should survive.
- 13. Independent Contractor Status. Each Party and its employees and agents are independent contractors in relation to the other Party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the Parties. Each Party shall remain responsible and shall, as allowed by Oklahoma constitution or law, indemnify and hold harmless the other Party, for the withholding and payment of all federal, state and local personal income, wage, earnings, occupation, social security, worker's compensation, unemployment, sickness and disability insurance taxes, payroll levies, or employee benefit requirements now existing or hereafter enacted and attributable to themselves and their respective people.
- 14. Miscellaneous. This document and the documents incorporated herein constitute the entire agreement between the Parties with respect to the subject matter hereof and supersede all other communications, whether written or oral. SylogistEd, Inc. reserves all rights not specifically granted herein. Neither Party shall be liable for delays caused by events beyond its reasonable control, except non-payment of amounts due hereunder shall not be excused by this provision. Any provision hereof found by a tribunal of competent jurisdiction to be illegal or unenforceable shall be automatically conformed to the minimum requirements of law and all other provisions shall remain in full force and effect. Waiver of any provision hereof in one instance shall not preclude enforcement thereof on future occasions.

Prepared By:           *Amanda Bunkerfield*          

Date Prepared:           2/23/2024          

Accepted By (please circle one): Superintendent / Board President

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

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

DATE: February 20, 2024  
TO: Mike Franz, Superintendent  
Wellston Schools  
FROM: Marty Lewis  
RE: Federal Programs Management

**A. Project Goals:**

1. To review and evaluate the District’s current federal programs.
2. To provide recommendations designed to create more flexibility in the usage of federal funds for local educational needs.
3. To provide updates and technical assistance throughout the year as programs are implemented.
4. To manage the paperwork necessary for planning and preparation of applications for Title I-A, Title II-A, Title IV, and Title V-B.
5. To manage the paperwork necessary for planning, preparation of applications for IDEA-B – Special Education.

**B. Project Format:**

1. Review State Department of Education reports related to the District’s federal programs.
2. On-site visitation and consultation with Superintendent and others as needed. Assist with targeting and realigning of programs in order to meet current district needs.
3. Discuss recommendations and use of federal funds with the Superintendent.
4. Prepare paperwork for all designated programs and submit to the appropriate agency in a timely manner.

**C. Personnel Assigned to Complete the Project:**

1. All work assignments will be facilitated/completed by Marty Lewis in conjunction with other Barlow Staff Associates.

**D. Project Fee:**

Project Goals: #1-4	\$5,880
OROS Member Discount	(\$ 588)
Project Goal: #5	<u>\$1,500</u>
TOTAL	\$6,792

# CONTRACT

THIS AGREEMENT is made by the between Wellston Independent School District Number Four of Lincoln County (“School District”) and Barlow Education Management Services, LLC (“Barlow”)

## RECITALS:

This School District desires to employ Barlow and Barlow desires to be employed by the School District to perform the services outlined in the “project goals” and “project format” sections of the attached **Federal Program Management Proposal**.

Wherefore, the School District and Barlow covenant and agree to be bound as follows:

1. The School District agrees to compensate Barlow for services rendered at the annual rate of Six Thousand Seven Hundred Ninety-two dollars (\$6,792.00), payable at the rate of Five Hundred Sixty-six dollars (\$566.00) per month.
2. Expenses shall be reimbursed upon presentation of a statement, including written receipts whenever applicable, on the following schedule:
  - a. Mileage shall be compensated at the current Internal Revenue Service rates.
  - b. Meals and lodging expenses necessary in order to perform the work outlined herein will be reimbursed at the actual cost; not to exceed Fifteen dollars (\$15.00) per meal.
  - c. Duplicating, telephone, postage and other normal and reasonable business expenses shall be reimbursed at actual cost.
3. It is understood between the parties that Barlow will provide the services outlined in the attached proposal in a professional, timely and competent manner. Any additional projects not listed in the agreement; such as Indian Education or Special Education, can be performed by Barlow under a separate contract. It is further understood that since such services are based in part upon financial and other data provided to Barlow by the School District, that the summaries and recommendation provided by Barlow to the School District are only intended to be advisory in nature and that the School District recognizes its responsibility to make all final decisions.
4. This Agreement shall remain in full force and effect from July 1, 2024 through June 30, 2025.

WELLSTON INDEPENDENT SCHOOL DISTRICT NUMBER FOUR  
OF LINCOLN COUNTY, OKLAHOMA

BY: \_\_\_\_\_

BARLOW EDUCATION MANAGEMENT SERVICES, LLC.

BY:  \_\_\_\_\_

## **SCHOOL SECURITY SURVEILLANCE CAMERAS**

The School District seeks to promote and foster school safety and a safe and effective educational and work environment. After having carefully considered and balanced the individual's right to be free from invasion of privacy with the School District's interest and duty to promote the health, welfare and safety of students and staff as well as the health, safety and welfare of members of the general public who have occasion to use school facilities and enhance the protection of school property, the School District supports and reserves the right to place and use surveillance cameras, when necessary and appropriate, in its schools, school facilities, school buses and/or on its school grounds.

The primary uses of surveillance cameras are as follows: (i) to promote a safe environment by deterring conduct that violates the law or district policy; and (ii) to record images for future identification of individuals in the event of violations of law, district policy and/or school-based rules; (iii) to aid in search of lost or missing children, and (iv) to assist emergency services personnel. Surveillance camera use is limited to uses that do not violate federal or state constitutional protections against unreasonable search and seizure, reasonable expectation of privacy and other applicable laws prohibiting wiretapping and electronic surveillance of aural communications.

Surveillance cameras may be utilized in public areas of schools, school facilities, school buses and school grounds and in areas of schools, school facilities, school buses and school grounds deemed to be at risk for either vandalism or student misconduct. Surveillance cameras will not be used in the private areas of restrooms, showers, locker rooms and dressing rooms and any other area in which there is a reasonable expectation of privacy. Surveillance cameras also will not be used in private offices and classrooms.

Surveillance cameras will not monitor ~~or record~~ sound ~~and will not make audio recordings~~ unless by Court Order and in compliance with wiretap statutes. The use of surveillance cameras and the monitoring of any resultant recordings will be conducted in a professional, ethical, and legal manner and in a manner consistent with all existing policies and state and federal laws and will not be based on a subject's personal characteristics, including race, gender, ethnicity, sexual orientation, disability, or other protected characteristics. Surveillance cameras are not a guarantee of safety but are a tool that helps deter crime and assist in promoting the safety and security of individuals and property.

Surveillance cameras are implemented as a passive system; no school staff will be designated to view live events in real time on a minute by minute basis. Additionally, surveillance cameras shall not utilize automatic identification, facial recognition, or automatic tracking technologies. Only authorized school personnel, as determined by the Superintendent of Schools or designee, shall be involved with and/or have access to surveillance cameras and any resultant recordings. Additionally, surveillance cameras will be installed and configured to prevent tampering with or unauthorized duplication of recorded information. Furthermore, no surveillance cameras will be installed unless said installation has been approved in advance by the Superintendent of Schools or designee in accordance with the review process set forth below.

Surveillance camera recordings are not considered Directory Information and may be subject to confidentiality restrictions, including but not limited to requirements under the Federal Family Educational Rights Privacy Act. In no instance will surveillance cameras be used to observe and/or evaluate the performance of school district staff or to monitor employees during nonworking time. However, cameras may be used to monitor areas in which an employee works, even if there is only one employee in that area. This policy also does not apply to legitimate academic use of video cameras for educational purposes that have been approved by a school principal.

### Implementation, Installation of Surveillance Cameras

To further school safety objectives, the School District's Safe Schools Committee shall meet as necessary to develop, implement and review both school district and building level safety practices. The Safe Schools Committee will also make recommendations to the building principal regarding the implementation, installation, and use of surveillance

**SCHOOL SECURITY SURVEILLANCE CAMERAS (CON'T)**

cameras. The Superintendent of Schools or designee shall retain final decision-making authority regarding the recommendations. In determining the most appropriate use and implementation of surveillance cameras in the schools, school facilities, school buses and/or on school grounds, the Safe School Committee’s recommendation will be guided by, at a minimum, the following considerations: a) Demonstrated need for the device at designated location(s); b) Appropriateness and effectiveness of proposed protocol(s); c) The use of additional, less intrusive means to further address the issue of school safety (e.g., restricted access to buildings, use of pass cards or identification badges, increased lighting, alarms); d) Right to reasonable expectation of privacy and other legal considerations; and e) Expense involved to install and to maintain the use of surveillance cameras at designated location(s), including without limitation, schools, school facilities, school buses and/or on school grounds. Additionally, on an annual basis an audit on the location, use and effectiveness of all authorized surveillance cameras and the results shall be provided to the Superintendent of Schools or designee. The Superintendent of Schools or designee shall maintain a current up-to-date record of locations of installed surveillance cameras.

**Monitoring** employees involved in video monitoring of public areas will perform their duties in accordance with the practices outlined in this policy. Video surveillance monitors shall be located in areas to which access is controlled and shall not be viewable by unauthorized persons. Video recording may only be monitored by staff as authorized by the Superintendent of Schools. No unapproved employees may monitor or view video or camera images for any reason except as necessary in the course of an investigation or adjudication. Any employee violating this policy may be disciplined, up to and including termination. All staff approved to monitor video or camera images shall receive a copy of this policy and provide written acknowledgment that they have read and understand this policy. A log will be maintained by the School District’s safety office that will record the name and date anytime a staff member other than a safety officer views a recording.

Storage

Any video recording used for surveillance purposes in schools, school facilities, school buses and/or on school grounds shall be the sole property of the School District and stored for no more than ~~one~~ two months after which such recordings will be promptly erased unless retained as part of a criminal investigation, court proceeding (criminal or civil), or other bona fide use, as approved by the Superintendent of Schools or designee; and the Superintendent of Schools or designee will be the custodian of such recordings and all such recordings shall be properly protected from unauthorized viewing. A record log will be kept of all instances of access to and use of recorded material.

Release of Information

Requests for viewing a recording must be made in writing to the Superintendent of Schools or designee and all public records requests for recordings that are received will be processed on a case-by-case basis. A determination will need to be made as to whether the information requested is an open record. The request shall identify the individual for whom access is sought, the date(s) and/or time period(s) for which access is sought, and the rationale why access should be granted. If the request is granted, such viewing must occur in the presence of the Superintendent of Schools or designee. Under no circumstances will the School District’s video recording be duplicated and/or removed from the School District premises without the express written authorization of the Superintendent of Schools or designee.

Signage and Notification Regarding Use of Surveillance Cameras

Appropriate and conspicuous signage will be posted at entrances to schools, school facilities, and school grounds and/or at major entrances into schools and school facilities, school buses and school grounds notifying students, staff, and members of the general public of the School District’s use of surveillance cameras. For exterior cameras, signage will be posted in a conspicuous place in close proximity to the surveillance camera; and for interior cameras, signage will be posted in a conspicuous place at or near the entrance to each place being monitored. Students and staff will receive additional notification, as appropriate, regarding the use of surveillance cameras in the schools, school

**SCHOOL SECURITY SURVEILLANCE CAMERAS (CON'T)**

facilities, school buses and/or on school grounds. Such notification does not preclude, as deemed appropriate by school administration, the discussion of the use of surveillance cameras with staff and students to heighten awareness and help foster a sense of security.

Destruction and/or Tampering with Surveillance Cameras

Any individual who tampers with or destroys a video surveillance camera or any part of the video surveillance system will be subject to appropriate disciplinary action as well as possible criminal charges.

**PARENT-TEACHER CONFERENCES**

It is the policy of the Wellston Board of Education that individually requested parent-teacher conferences will be scheduled as required by the teacher, or when requested by the parent. However, district wide parent-teacher conference days will normally be limited to one for each grading period.

**REFERENCE: 70 O.S. §10-105.2**  
**Department of Education, Administrator's Handbook**

## **FLAGS**

It is the policy of the Wellston Board of Education that the American flag and the Oklahoma flag will be flown at the school during school hours except in bad weather. An assigned custodian or designee will be responsible for raising and lowering the flags.

The school day will begin with a flag salute. However, students not wishing to participate in the pledge shall not be required to do so. A notice to this effect will be posted in a conspicuous place in each school building and/or classroom.

Flags representing United States Military branches may also be flown on school premises with the approval of the administration. No other flags shall be flown on school property at any time. In the event other flags are flown on school premises, individuals involved will be directed to remove them from the premises.

**REFERENCE:** 25 O.S. §91.2  
25 O.S. §153  
70 O.S. §24-106

**MOMENT OF SILENCE**

It shall be the policy of this Wellston Board of Education that no sectarian or religious doctrine shall be taught or inculcated into the curriculum or activities of the school. However, those students who wish to do so may participate in voluntary prayer so long as it is during noninstructional time and does not interfere with the rights of other students.

Each school site within the district shall observe approximately one minute of silence each day for the purpose of allowing each student to meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their choice. All school personnel are to afford these options to all students, who will individually make the selection as to which of these behaviors they will engage in during the moment of silence. These options will also be included in the student handbooks.

The minute of silence will be held \_\_\_\_\_ (*at the start of the school day, at 10:00 a.m., etc.*).  
The minute of silence will be \_\_\_\_\_ (*announced over the intercom, begin with the ringing of the school bell, etc.*) at the appointed time.

If the district or a school employee is sued for providing a moment of silence to students, the district must notify the Attorney General within five (5) days. The Attorney General will provide legal representation to the district or employee named as a defendant in an action related to this statutory requirement.

**REFERENCE: 70 O.S. §11-101.1**  
**70 O.S. §11-101.2**

# Wellston Schools - Exhibit A

School Year 2024-25	Recommendations - Certified Regular	
Name	2023-24 Position	2023-24 Site
Becky Bailey	Pre-K	105
Jessica Fish	Kindergarten	105
Danette Carroll	1st Grade	105
Courtney Johnson	1st Grade	105
Diane Hall	2nd Grade	105
Nicole Reeves	4th grade	105
Cindy Webb	4th Grade/ Math	105
Wanda Hall	5th Grade/ Science	105
Jackie Wall	5th Grade/ Social Studies	105
Annette Hall	ES SPED	105
Janet Humphrey	Librarian	105
Dana Boyer	Reading Specialist	105
Dajuanna Threet	MS English	505
Rebecca Stephens	HS English	705
Elizabeth Finney	HS Science	705
Courtney Coulson	Counselor	105.505.705
Marty Coulson	AG Ed	505-705
Susanne Chapman	Math	505-705
Marvin Bennett	Math/AP Gov't	505-705
Lisa Knoy	MS/HS SPED	505-705
Donna Lucas	SPED Director	105.505.705