



STILLWATER BOARD OF EDUCATION
Tuesday, May 14, 2024

6:30 PM Regular Meeting
Stillwater Public Schools Administration Building
314 S. Lewis
Stillwater, OK 74074

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. COMMUNICATIONS/PUBLIC INTEREST
 - A. Recognitions
 1. SPS Employee Retirement Recognitions
 2. SPS Support Employee of the Year Recognitions
 3. Bryan Bloomer and Technology Department
 4. SHS Unified Peers
 5. SHS Kate Wardlaw
 6. SHS Cast of Matilda
 7. SHS Girls Tennis Team
 8. SHS Girls Golf Team
 9. Melissa Kifer, Oklahoma Special Services Association Director of the Year
 - B. Superintendent's Report
 - C. Superintendent's Data Update
 - D. Board Communication
 - E. Board President Report on Board Member Appointments to the Following Committees or Assignment
 1. Oklahoma State School Boards Association Legislative Liaison
 2. Policy Review Committee
 - F. OSSBA Assemble Program Presentation
 - G. Public Comments - *Patrons who wish to address the Board of Education shall be required to submit form BED- E prior to the start of the meeting*
4. CONSENT AGENDA (Action)

All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one board 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 approval of the following items:

 - A. April 9, 2024, 5:00 p.m. Special Meeting Minutes
 - B. April 9, 2024, 6:30 p.m. Regular Meeting Minutes
 - C. Transfer and Summary of Activity Account Funds
 - D. Activity Account Fundraising Projects
 - E. Encumbrances and Accounts Payable (approval of encumbrance numbers as listed):20241024-20241049, 20241051-20241063, 20241068-20241161
 - 2023-2024 General Fund Encumbrances totaling \$189,932.09
 - 2023-2024 Child Nutrition Fund Encumbrances totaling \$113,304.49
 - 2023-2024 Bond 31 Fund (2017) Encumbrances totaling \$557,395.88
 - 2023-2024 Bond 32 Fund (2023) Encumbrances totaling \$2,209,000.00
 - 2023-2024 Sinking Fund Encumbrances totaling \$11,833,538.75
 - F. Change Orders (approval of encumbrance numbers as listed):
 - 2023-2024 General Fund Encumbrance Numbers: 20240158, 20240166, 20240167, 20240269, 20240356
 - 2023-2024 Bond 31 Fund (2017) Encumbrance Numbers:20240200, 20240211, 20240229, 20240239
 - 2023-2024 Bond 32 Fund (2023) Encumbrance Numbers: 20240803
 - G. FY 2025 Temporary Appropriations in General Fund, Building Fund, and Child Nutrition Fund
 - H. Appointment and Bond Authorization for Tawni Hooten to Serve as Minutes Clerk for FY2023-2024
 - I. Out-of-State Travel Requests, SHS Softball Traveling to St. Joseph, MO on August 22-25, 2024
 - J. Change Order Number 02 for Stillwater Public Schools High School Parking Lot Lights Improvement Project.

- K. Change Order Number 02 for Stillwater Public Schools Richmond Elementary and Junior High School HVAC and Roof Improvement projects.
- L. Service Order No. 17 for SPS Bond 2023 High School Phase 1
- M. Nutrition Services Vendors/Distributors Purchasing Agreement for FY 2024-2025
- N. Declare District Textbook Surplus
- O. Educational Services FY2023-2024 Agreements
 - 1. Care Solace (Mental Health Provider)
 - 2. Vero Fiber Networks, LLC. (Private Fiber WAN Master Service)
- P. FY 24 Assemble Service Agreement with OSSBA
- 5. BUSINESS/FINANCE
 - A. Consider and Vote to Approve Treasurer’s Report **(Action)**
 - B. Receive Bond Expenditures and Revenues Report
 - C. Receive bids for the purchase of \$13,000,000 Combined Purpose General Obligation Bonds, Series 2024 of the District and vote to award said Bonds to the lowest bidder complying with the Notice of Sale and Instructions to Bidders or to reject all bids. **(Action)**
 - D. Consider and take action with respect to a Resolution providing for the issuance of Combined Purpose General Obligation Bonds, Series 2024 in the sum of \$13,000,000 by Independent School District Number 16 of Payne County, Oklahoma, authorized at an election duly called and held for such purpose; prescribing form of Bonds; providing for registration thereof; providing for levy of an annual tax for the payment of principal and interest on the same and fixing other details of the issue; approving the forms of a Continuing Disclosure Agreement and an Official Statement; and authorizing executions and actions necessary for the issuance and delivery of the Bonds. **(Action)**
- 6. EDUCATIONAL SERVICES
 - A. Care Solace Presentation
 - B. Vero WAN Presentation
- 7. OPERATIONS
 - A. Receive Bond 2023 Update
 - B. Consider and Vote to Award Bids for the Stillwater Public Schools Bond 2023 OES Construction and Renovation Project to the Following Bidders: **(Action)**

C. Description	D. Actual Bid	E. Bidder	
F. DEMOLITION	G. \$ 67,390	H. MIDWEST WRECKING	
I. CAST-IN-PLACE	J. \$ 48,750	K. GELINO CCC	
L. POLISHED CONCRETE	M. \$ 7,461	N. BRYAN’S FLOORING	
O. MASONRY	P. \$ 30,000	Q. CIA MASONRY	R.
S. STRUCTURAL & MISC STEEL	T. \$ 7,940	U. LIPPERT BROS	
V. MILLWORK /CASEWORK/ CNTRTOPS	W. \$ 23,968	X. NEXSPACES	
Y. ROOF PATCH ALLOWANCE	Z. \$ 5,000	AA. ALLOWANCE	
BB. FRAMES/DOORS/HARDWARE	CC. \$ 49,000	DD. PIPER WEATHERFORD	
EE. DOORS & HARDWARE INSTALL	FF. \$ 20,000	GG. LIPPERT BROS	
HH. ENTRANCES/ STOREFRONT, GLAZING	II. \$ 13,500	JJ. LEE GLASS	
KK. GYPSUM BOARD ASSEMBLIES/ CEILING	LL. \$ 89,385	MM. CORONA DRYWALL	
NN. PAINTING	OO. \$ 30,000	PP. SILVA	
QQ. TILING	RR. \$ 13,580	SS. AKIN BROTHERS	
TT. FLOORING	UU. \$ 40,400	VV. AKIN BROTHERS	
WW. FLOOR PREP ALLOWANCE	XX. \$ 5,000	YY. ALLOWANCE	
ZZ. RESINOUS FLOORING	AAA. \$ 34,602	BBB. BRYAN’S FLOORING	
CCC. SPECIALTIES	DDD. \$ 14,689	EEE. CZARNIECKI	
FFF. SPECIALTIES INSTALL	GGG. \$ 5,761	HHH. LIPPERT BROS	
III. SIGNAGE ALLOWANCE	JJJ. \$ 5,000	KKK. ALLOWANCE	

LLL. ROLLER WINDOW SHADES	MMM. \$ 12,910	NNN. RUSSELL INTERIORS
OOO. FIRE PROTECTION	PPP. \$ 36,900	QQQ. KANSKE
RRR. TOTAL MECHANICAL	SSS. \$125,000	TTT. STOLHAND WELLS
UUU. ELECTRICAL	VVV. \$125,000 0	WWW. STOLHAND WELLS

XXX. Consider and Vote to Accept Amendment 1 for the Guaranteed Maximum Price (GMP) Proposed by Lippert Bros., Inc. for the Stillwater Public Schools Bond 2023 OES Construction and Renovation Project. **(Action)**

YYY. Consider and Vote to Assign bids to Lippert Bros., Inc., for the SPS Bond 2023 OES Construction and Renovation Contract. **(Action)**

8. OTHER REPORTS / RECOMMENDATIONS

A. Receive Policy First Reading:

- DE Salaries and Expenses
- EMI Moment of Silence
- EFEAA Artificial Intelligence Systems and Tools Use In the School District
- EHBDBB Parental Involvement, Parent's Bill of Rights
- FDAAA Electronic Signatures
- FL Student Records

9. ADJOURNMENT

A. Vote to Adjourn **(Action)**

This agenda was posted on the inside of the front door (visible from outside the building) of the Administration Building (314 S. Lewis), and on the School District's website located at www.stillwaterschools.com on May 10, 2024, at 4:00p.m. Notice of this regular meeting was given to the Payne County Clerk prior to December 15, 2023.

STILLWATER BOARD OF EDUCATION
Tawni Hooten, Minutes Clerk

STILLWATER BOARD OF EDUCATION



Tawni Hooten, Minutes Clerk



STILLWATER PUBLIC SCHOOLS

STILLWATER BOARD OF EDUCATION

PREPARED BY: Uwe Gordon, Superintendent
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 3E

Board President Report on Board Member Appointments to the Following Committees or Assignments:

1. Oklahoma State School Boards Association Legislative Liaison
2. Policy Review Committee

BOARD ACTION REQUESTED:

This is information only. No board action is requested.

BACKGROUND INFORMATION

Policy BD – School Board Internal Organization, states that at the first regular, special, or emergency meeting after the annual school board election, the board will organize itself by electing a president and a vice-president.

At a special meeting held on April 09, 2024, the board elected Marshall Baker as president for the upcoming year. One of the functions of the president is to appoint board members to serve as representatives on district committees.

Marshall Baker will give a report on these committee assignments.

MINUTES OF SPECIAL MEETING

April 9, 2024

5:00 p.m. Special Meeting

1. 5:00 P.M. BOARD OF EDUCATION CALL TO ORDER AND ROLL CALL

The Board of Education of Independent School District No. 16 of Payne County, Oklahoma, met in special session at the Stillwater Public Schools Administration Building, 314 S. Lewis, on the ninth day of April, 2024. Board President, TIM RILEY, called the meeting to order at 5:00 p.m. A quorum was present.

BOARD MEMBERS PRESENT:

Tim Riley	Newly Elected President
Dr. Marshall Baker	Newly Elected Vice President
Rachel Dillin	Member
Roberta Douglas	Member
Dr. Gay Washington	Incoming Member

STAFF AND PARTICIPANTS PRESENT:

Uwe Gordon	Superintendent
Dr. Trent Swanson	Chief Human Resources Officer
Annette Jones	Board Clerk/Minutes Clerk
Tawni Hooten	Administrative Assistant

PURPOSE OF THE MEETING:

- Board of Education Reorganization
- Meet in executive session to discuss personnel matters listed on Exhibit A of the agenda, and discuss the evaluation of the superintendent
- Possible action on Exhibit A in open session

2. INTRODUCTORY ITEMS/BOARD OF EDUCATION REORGANIZATION

A. Review April 2, 2024 School Board Election Return

A certificate of Election was issued by the Payne County Election Board to Dr. Gay Washington for Stillwater School Board Seat Four (4). This seat has a 5-year term of office ending in 2029.

B. Administer Oath of Office to Newly Elected Board of Education Member for Seat No. Four (4)

Dr. Gay Washington took the Oath of Office.

C. Nomination, Discussion, and Vote for President of the Board of Education

Motion by RILEY, second by DILLIN, to nominate MARSHALL BAKER as President of the Board of Education. The motion carried (5-0) with the following votes:

Riley – yes, Dillin – yes, Douglas – yes, Washington – yes, Baker – yes.

D. Nomination, Discussion, and Vote for Vice President of the Board of Education

Motion by Douglas, second by DILLIN, to nominate TIM RILEY as Vice President of the Board of Education. The motion carried (5-0) with the following votes:

Douglas – yes, Dillin – yes, Washington – yes, Baker – yes, Riley – yes.

E. Vote to Authorize the President to Designate a Board Member to Serve as Executive Session Minutes Clerk.

Motion by RILEY, second by DILLIN, to authorize the President to designate a board member to serve as Executive Session Minutes Clerk. The motion carried (5-0) with the following votes:

Riley – yes, Dillin – yes, Douglas – yes, Washington – yes, Baker – yes.

PRESIDENT RILEY designated DOUGLAS as Executive Session Minutes Clerk.

3. PROPOSED EXECUTIVE SESSION TO DISCUSS THE FOLLOWING:

- **Appointments, Resignations, and Employment Recommendations listed on Exhibit A of the Agenda as Authorized by OKLA. STAT. Tit. 25 Section 307(B)(1), and**
- **Evaluation of the Superintendent (a routine evaluation session that the Board may conduct monthly) Pursuant to Executive Session Authority – OKLA. STAT. Tit. 25 Section 307(B)(1) and (7)**

A. Vote to Convene in Executive Session

Motion by DOUGLAS, second by DILLIN, to convene in Executive Session, for the purposes as listed on the agenda, at 5:04 p.m. The motion carried (5 – 0) with the following votes: Douglas – yes, Dillin – yes, Washington – yes, Riley – yes, Baker – yes.

B. President’s Acknowledgement of the Return of the Board to Open Session

PRESIDENT RILEY acknowledged the return of the Board to open session at 5:59 p.m.

C. Statement of Executive Session Minutes

The following statement was provided by ROBERTA DOUGLAS. During the Executive Session the following people were present: Tim Riley, Dr. Marshall Baker, Rachel Dillin, Roberta Douglas, Dr. Gay Washington, Dr. Trent Swanson (between 5:04-5:10 p.m.), and Uwe Gordon. In the Executive Session the Board discussed the appointments, resignations, and employment recommendations listed on Exhibit A of the agenda as authorized by OKLA. STAT. tit. 25 Section 307(B)(1), and the evaluation of the superintendent as authorized by OKLA. STAT. tit 25 Section 307(B)(1) and (7). Nothing else was discussed in Executive Session. No votes were taken in the Executive Session. This will constitute the minutes of the Executive Session.

4. CONSIDER AND VOTE TO APPROVE APPOINTMENTS, RESIGNATIONS AND EMPLOYMENT RECOMMENDATIONS LISTED ON EXHIBIT A OF THE AGENDA

Motion by WASHINGTON, second by RILEY, to approve the following appointments, resignations, and employment recommendations listed on Exhibit A of the agenda:

CERTIFIED PERSONNEL

Appointment for 2024-2025 School Year

*Abby Jeffrey

Education: Bachelors, Oklahoma State University

Assignment: 1.000 FTE, Teacher, Will Rogers Elementary School

Beginning Date: TBD

*Devon Hejduk

Education: Bachelors, Oklahoma State University

Assignment: 1.000 FTE, ELA Teacher, Stillwater JR High School

Beginning Date: TBD

Appointment for 2024-2025 School Year Pending Certification

*Claire Kinnaird

Education: Bachelors, Oklahoma State University

Assignment: 1.000 FTE, Early Childhood Teacher, Will Rogers Elementary

Beginning Date: TBD

*Joshua Vick

Education: Bachelors, Oklahoma State University
 Assignment: 1.000 FTE, Teacher, Richmond Elementary School
 Beginning Date: TBD

*Ashtyn Herd
 Education: Bachelors, Oklahoma State University
 Assignment: 1.000 FTE, Teacher, Will Rogers Elementary School
 Beginning Date: TBD

*Addison Shreffler
 Education: Bachelors, Oklahoma State University
 Assignment: 1.000 FTE, Teacher, Westwood Elementary School
 Beginning Date: TBD

Appointment Pursuant to Change in Contract for School Year 2024-2025

Dustin Bunch
 Assignment: 1.000 FTE, Math Teacher - One Year Only, Lincoln Academy
 Beginning Date: TBD
 Contract Days: 180
 Was Math Teacher at SHS for 2023-2024

Karyn Hutchens
 Assignment: 0.52 FTE, ELL Teacher, Sangre Ridge Elementary
 Beginning Date: TBD
 Contract Days: 180
 Was Instructional Coach for SMS for 2023-2024

Extra-Duty Stipend for the 2023-2024 School Year Subject to the Execution of an Extra-Duty Contract

<u>Name</u>	<u>Job Title</u>	<u>Site</u>	<u>Amount</u>
Sydney Weiser	Spring Musical Choreographer	SHS	\$1,000.00
	Source of Funding: SHS Theatre Activity Fund		
Brandi Green	LETRS Trainer Modules 1-4	DW	1,200.00
	Source of Funding: RSA		
Brandi Green	LETRS Trainer Modules 5-8	DW	600.00
	Source of Funding: RSA		
Susan Weaver	LETRS Trainer Modules 1-4	DW	1,200.00
	Source of Funding: RSA		
Susan Weaver	LETRS Trainer Modules 5-8	DW	600.00
	Source of Funding: RSA		
Joy Cawood	LETRS Trainer Modules 1-4	DW	1,200.00
	Source of Funding: RSA		
Joy Cawood	LETRS Trainer Modules 5-8	DW	600.00
	Source of Funding: RSA		
Susan Weaver	LETRS Trainer for Early Childhood	DW	600.00
	Source of Funding: RSA		
Caleb Davis	Volleyball Club Sponsor	WW	300.00
	Source of Funding: WW Elementary PTO		

Appointment Pursuant to Summer School Extra Duty for 2023-2024 School Year

Tiffanie Gray	STEM Camp Instructor	SHS	25.00/hour
Rebecca Palmatary	STEM Camp Instructor	SHS	25.00/hour
Leah Dollar	STEM Camp Instructor	SHS	25.00/hour
Diana Aker	Book Bus	DW	25.00/hour
Karetha Bruns	Book Bus	DW	25.00/hour
Cynthia Caraway	Book Bus	DW	25.00/hour

Resignation/Retirement

Megan Eveland
Assignment: 1.000 FTE, Teacher, Westwood Elementary School
Beginning Date: 8/8/2023
Ending Date: 5/17/2024
Reason: Resignation

Christina Hambel-Rusin
Assignment: 1.000 FTE, Teacher, Stillwater Middle School
Beginning Date: 8/14/2017
Ending Date:5/17/2024
Reason: Resignation

Alicia Rose Johnsen
Assignment: 1.000 FTE, Teacher, Highland Park Elementary
Beginning Date: 8/8/2023
Ending Date:5/17/2024
Reason: Resignation

Julie Reuter
Assignment: 1.000 FTE, Teacher, Richmond Elementary School
Beginning Date: 8/15/2016
Ending Date:5/17/2024
Reason: Resignation

Erin Vaughn
Assignment: 1.000 FTE, Teacher, Skyline Elementary
Beginning Date: 8/8/2022
Ending Date:5/17/2024
Reason: Resignation

Allison Bivens
Assignment: 1.000 FTE, Teacher, Stillwater Middle School
Beginning Date: 1/5/2022
Ending Date:5/17/2024
Reason: Resignation

Jackie Stewart
Assignment: 1.000 FTE, Teacher, Skyline Elementary
Beginning Date: 8/8/2022
Ending Date:5/17/2024
Reason: Resignation

Jacqueline Iob
Assignment: 0.667 FTE, Teacher, Stillwater Junior High School
Beginning Date: 8/8/2023
Ending Date:5/17/2024
Reason: Resignation

Camilla Price
Assignment: 1.000 FTE, Teacher, Skyline Elementary
Beginning Date: 8/8/2023
Ending Date:5/17/2024
Reason: Resignation

SUPPORT PERSONNEL

Appointment for 2023-2024 School Year

<u>Name</u>	<u>Job Title</u>	<u>Hours</u>	<u>Site</u>	<u>Amount</u>
*Daniel Newsom	SNS Maintenance	8.0	FAC	\$16.57
*Laurence Webb	Custodian I	8.0	FAC	13.37

*Daisy Bumpas	Sec Front Office Receptionist	7.5	MS	13.37
*Susan Ammons	Finance Secretary	7.5	JH	15.42
*Heather Quillin	Kitchen Assistant Interim	7.0	CN	13.37
*Mark Bishop	Custodian I	8.0	FAC	13.37
*Amberlee Hart	Custodian I	8.0	FAC	13.37
*Paige Minden	Pioneer PALS TA	3.0	HP	12.00
*Stefani Harris	Custodian I	8.0	FAC	13.37
*Megan Sawyer-Johnson	Office Assistant-Attendance	7.5	HP	13.37
*Andry Duarte	SPED Paraprofessional	7.0	HP	13.95

Appointment Pursuant to Change in Contract for School Year 2023-2024

<u>Name</u>	<u>Job Title</u>	<u>Hours</u>	<u>Site</u>	<u>Amount</u>
Judith Davis	Sec Asst Cafeteria Manager	7.0	CN	\$16.88
To	Interim Cafeteria Manager	8.0	CN	18.10
Patricia Callies	Kitchen Assistant	6.0	CN	13.50
To	Interim Asst Cafeteria Manager	7.0	CN	15.42
Bryan Reedy	Cook Substitute		CN	13.37
To	Kitchen Assistant Interim	7.0	CN	13.37

Extra-Duty Stipend for the 2023-2024 School Year Subject to the Execution Extra-Duty Contract

<u>Name</u>	<u>Job Title</u>	<u>Site</u>	<u>Amount</u>
*Bretton Hall	Assistant Tennis Coach	HS	\$2,000.00
	Source of Funding: Pioneer Tennis Booster Club		
*Ethan Hicks	Assistant Boys Soccer Coach	HS	2,500.00
Seth Condley	Bus Driver	TR	16.57
*Nathan Stebens	Assistant Baseball Coach	HS	\$2,000.00
	Source of Funding: SHS Dugout Club		

Appointment Pursuant to Summer School Extra Duty for 2023-2024 School Year

<u>Name</u>	<u>Job Title</u>	<u>Site</u>
Carla Nelson	Summer Secondary Office	SHS
Onalee Santos	Summer Elementary Office	WR
Patricia Callies	Summer Kitchen Assistant I	CN
Eun Her	Summer Kitchen Assistant I	CN
Kimberly Harmon	Summer Kitchen Assistant I	CN
Susan Howell	Summer Kitchen Assistant I	CN
Piyanard Moffitt	Summer Kitchen Assistant I	CN
Sasinan Stanton	Summer Kitchen Assistant I	CN
Casia Thompson	Summer Kitchen Assistant I	CN
Angela Turner	Summer Kitchen Assistant I	CN
Joycelynn Byrd	Summer Meals Manager	CN
Danika Crichton	Summer Meals Manager	CN
Misty Vaverka	Book Bus	DW

Resignation/Retirement

<u>Name</u>	<u>Job Title</u>	<u>Hours</u>	<u>Site</u>	<u>Effective</u>
Logan Lancaster	Paraprofessional	7.0	WR	5/3/2024
Kamron Koop	Paraprofessional	7.0	HP	5/3/2024
Mariah Spirlock	Paraprofessional	7.0	JH	4/5/2024
Charity Raines	Secondary Cafeteria Manager	8.0	CN	5/21/2024
Pamela Fortney	Admin Asst to CFO	8.0	ADM	4/1/2024
Sydney Conover	Social Work Office Assistant	7.0	VA	3/29/2024
Gage Schemet	Paraprofessional	7.0	JH	3/15/2024
Sydney Engelking	Paraprofessional	7.0	HP	5/17/2024
Ashiley Hall	Paraprofessional	7.0	SK	5/17/2024
Giovannina Blandon	Language Interpreter	7.0	HP/WR	5/17/2024
Afton Akour	Computer Specialist III	8.0	IT	5/17/2024

Shelbee Christie	Teacher Asst - Indian Education	7.5	HP/WR	3/29/2024
Emily Pascale	Paraprofessional	7.5	HP	5/17/2024
Mia Raymond	Paraprofessional	3.0	HP	5/17/2024

ADMINISTRATIVE PERSONNEL

Appointment for 2023-2024 School Year

<u>Name</u>	<u>Job Title</u>	<u>Hours</u>	<u>Site</u>	<u>Amount</u>
*Charles Krajacic	Assistant Director of Technology	8.0	IT	\$64,815.00

Extra-Duty Stipend for the 2023-2024 School Year Subject to the Execution of Extra-Duty Contract

<u>Name</u>	<u>Job Title</u>	<u>Site</u>	<u>Amount</u>
Ashley Moore	Summer School Principal	HS	\$2,400.00

Appointment Pursuant to Summer School Extra Duty for 2023-2024 School Year

<u>Name</u>	<u>Job Title</u>	<u>Site</u>
Natalie Fluty	Summer School Elem Administrator	WR

Resignation/Retirement

Arryn Small

Assignment: 1.000 FTE, Asst Principal, Westwood Elementary

Beginning Date: 7/24/2019

Ending Date: 5/29/2024

Reason: Resignation

Crystal Szymanski

Assignment: 1.000 FTE, Principal, Stillwater Junior High School

Beginning Date: 7/20/2020

Ending Date: 6/6/2024

Reason: Resignation

Rehire for 2024-2025 School Year

Michael Arnold	Christina Hutson
Rusty Atkins	Jackie Jackson
Ryan Blake	Melisa Kifer
Bryan Bloomer	Rob Lamecker
Gary Butler	Kane Mach
Chad Cawood	Elizabeth McBee
Joy Cawood	Ashley Moore
Claire Clark	Krista Neal
Stephanie Coca	Darren Nelson
Larin Davis	Matt Parsel
Rebecca Dyson	Cami Patzkowski
Adam Elghadi	Kendra Rider
Brenda Elliott	Jason Riggs
Diane Fix	Dane Sallaska
Natalie Fluty	Kristy Self
Kira Frisby	Sarah Shipman
Barry Fuxa	Trent Swanson
Bo Gamble	Steve Szymanski
Laura Gordon	Carl Treat
Tommie Grant	Janet Vinson
Brandianne Green	Brian Warwick
Doug Heid	
George Horton	
Walter Howell	

SUBSTITUTES

Bus Driver Substitute

- *Jonie Olmstead
- *William Nugent

School Nutrition Substitute

- *Annamarie Pereida
- *Victoria Shadowen

Teacher Substitute

- | | |
|---------------------|--------------------|
| *Mandi Buchanan | *Billy Harsha |
| *Seltrie Carey | *Chloe Hignite |
| *Madalyn Carpenter | *Alexis Jones |
| *Quanshai Carter | *Avery Lohmann |
| *Hannah Chamberlain | *Lauryn McLaughlin |
| *Molly Cox | *Kelsaly Orrick |
| *Avery Cyphers | *Stephanie Payne |
| *Heather Deal | *Sharon Phibbs |
| *Meghan Deville | *Rachel Phipps |
| *Kylee Dodd | *Megan Rice |
| *Sophie Ellis | *Saylor Salmans |
| *Erica Gardner | *Claire Schaecher |
| *Anthony Garner | *ShaNiya Trice |

The motion carried (5 – 0) with the following votes: Washington – yes, Riley - yes, Dillin – yes, Douglas – yes, Baker – yes.

5. VOTE TO ADJOURN

Motion by DOUGLAS, second by DILLIN, to adjourn at 6:04 p.m. The motion carried (5 – 0) with the following votes: Douglas – yes, Dillin – yes, Washington – yes, Riley – yes, Baker – yes.

STILLWATER BOARD OF EDUCATION

STILLWATER BOARD OF EDUCATION

Dr. Marshall Baker, President

Annette Jones, Minutes Clerk

I, the undersigned Clerk of the Stillwater Board of Education, District I-16, of Payne County, Oklahoma, certify that notice of the time, date, and place of this special meeting was sent (April 2, 2024, at 9:47 a.m.) at least 48 hours prior to the meeting to the County Clerk of Payne County, Oklahoma.

I also certify that at least 24 hours prior to this special meeting, excluding Saturday, Sunday, and holidays, notice of the date, time, place, and agenda of this meeting was posted in prominent public view at the Stillwater Public Schools Administration Building, 314 S. Lewis, and on the school district’s website located at www.stillwaterschools.com on April 4, 2024, at 3:00 p.m.

Witness my hand and seal of the Stillwater School District on April 9, 2024.

STILLWATER BOARD OF EDUCATION

(SEAL)

Annette Jones, Clerk

These minutes were officially approved by the Stillwater Board of Education on _____.

Annette Jones, Clerk
Stillwater Board of Education

**STILLWATER BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
April 9, 2024
6:30 p.m. Regular Business Meeting**

1. 6:30 P.M. BOARD OF EDUCATION REGULAR SESSION CALL TO ORDER AND ROLL CALL

The Board of Education of Independent School District No. 16 of Payne County, Oklahoma, met in regular session at the Stillwater Public Schools Administration Building, 314 S. Lewis, on the ninth day of April, 2024. Board President, MARSHALL BAKER, called the meeting to order at 6:30 p.m. A quorum was present.

BOARD MEMBERS PRESENT:

Dr. Marshall Baker	President
Tim Riley	Vice President
Rachel Dillin	Member
Roberta Douglas	Member
Dr. Gay Washington	Member

STAFF AND PARTICIPANTS PRESENT:

Uwe Gordon	Superintendent
Dr. Janet Vinson	Assistant Superintendent
Bo Gamble	Assistant Superintendent
Dr. Trent Swanson	Chief Human Resources Officer
Michael Arnold	Chief Financial Officer and Treasurer
Annette Jones	Board Clerk/Minutes Clerk
Tawni Hooten	Administrative Assistant
Brian Thomas	505 Architects
Nate Ellis	Oklahoma Pubic Finance Law Group, PLLC
Jericah Dawson	Municipal Finance Service, Inc.
Leah Dollar	SPS Teacher
Rebecca Palmatary	SPS Teacher
Jennifer Crosthwait	SPS Teacher
Walter Howell	SHS High School Principal
Natalie Fluty	Skyline Principal
John Chaffin	Stillwater Patron
Melody Wright	Stillwater Patron
Joe Bob Wright	Stillwater Patron
Kerry McNickle	Stillwater Patron
Recognition Participants as listed on the agenda	

2. PLEDGE OF ALLEGIANCE

Meeting participants recited the Pledge of Allegiance to the American flag.

3. COMMUNICATIONS/PUBLIC INTEREST

A. Recognitions

- Robotics Teams (SMS, SJHS, SHS)

SMS:

We had five teams qualify for State this year. There were only 24 teams invited. Team 18721B Alpineers won the State Championship. This team will go to Robot Events Worlds in Dallas to represent Oklahoma. We also had three teams in the top 10 at the State Championship. 18721D RADAR (2nd place), 18721E Taco Table (5th Place), and 18721H Blue Iron Tegus (5th Place).

Mrs. Dollar won the REC Vex IQ teacher of the year for Oklahoma.

SJHS:

We qualified all 5 Junior High Teams for state this year. The State tournament only invites 24 teams, so Stillwater was well represented. Team 74074B Anomaly brought home the State

Championship, Team 74074S Sub-Zero was Tournament Finalist and the Think award winner, and 74074E Vertex won the Energy award. We qualified 3 of our 5 teams for the World Tournament in Dallas, Tx at the end of this month, Anomaly, Caustic, and Sub-Zero. This is an amazing feat because Oklahoma only has 6 bids or open spots for Worlds and we are representing 50% of those spots. We will go up against about 450 teams from across the world.

SHS:

We qualified both of our High School teams for state. Team 74074Y won the Think award and Team 74074X Bamboozled won a double crown by winning Tournament Champs and Robot Skills Champs which means they had the highest combination of autonomous (coding) and driver skills score from Oklahoma. Their true skill score has them currently ranked 29th in the World out of 11,527 teams. They will also be representing Oklahoma at the Worlds Tournament at the end of this month. (Source: Leah Dollar, Rebecca Palmatary)

Ag in the Classroom

Excellence in Teaching about Agriculture Award

Skyline Kindergarten Teacher Jennifer Crosthwait has received the Excellence in Teaching about Agriculture Award for 2024. From the Ag in the classroom website- "Each year the USDA National Institute of Food and Agriculture and the National Agriculture in the Classroom Consortium recognizes exceptional teachers by presenting them with the Excellence in Teaching about Agriculture Award. This competitive program recognizes state selected "Teacher of the Year" recipients for their successful efforts in teaching agricultural concepts in their curriculum. Click on the links below to learn more about previous award winners. Recipients of the distinguished award receive an honorarium of \$500 and up to \$1,500 for travel related expenses to the National Agriculture in the Classroom Conference."

Art Contest

Sophomore Kate Wardlaw claimed 1st place in the 2024 Ag in the Classroom Art Contest. Kate also holds the distinction of being a back-to-back winner as she also earned 1st place in the 2023 art contest. (Source: Natalie Fluty, Walter Howell)

B. Superintendent's Report

The following was written by SUPERINTENDENT GORDON:

Congratulations to the SHS Lady Pioneer 4x200m relay team set a new school record at the COAC Track Meet on April 4 with a time of 1:44.01, beating the previous record of 144.60 set in 2001. Relay members are Carsyn Farley, Mwende Abai, Emaja Anderson and Sarah Wulfert. Coached by Paul Grant.

Congratulations to Mr. Horton, the staff and faculty of Lincoln Alternative School for being identified as "highly effective" by Missy Corn, the Alt. Ed. evaluator from the Oklahoma State Dept. of Education.

Thank you to all of the restaurants that participated in the SPEF Taste of Stillwater. Also thank you to Ashlee Robertson and the SPEF Board members for their hard work on this activity and all of the work they do. It runs so smoothly, but is so much work. Ashlee is leaving her position and will be greatly missed.

Thank you to our Assistant Principals for their hard work and dedication to their schools. We have an amazing team. Last week was National Assistant Principals Week.

Thank you to everyone who voted in last week's board elections. As a Civics teacher, I was pleased to see the numbers that voted, but more people could have, but didn't. Please vote when you can!

A giant welcome to Tawni Hooten, my new administrative assistant and SPS Board Clerk. She is here tonight to begin her training with Annette Jones, current Board Clerk who will be retiring at the end of June. Both Tawni's hiring and Annette's retirement are well deserved.

Lastly, I'd like to welcome back Dr. Washington in her new role as board member. I always loved working with you and have modeled my superintendency after you when you serve. I'm not sucking up because you're my boss again, but you will always be the best superintendent Stillwater ever had. Thank you for serving again.

C. Superintendent's Data Update

SUPERINTENDENT GORDON reported on the current technology numbers:

- SPS Chromebook – 9,000+
- Desktop Computers – 1,000+
- IPADS 900+
- Interactive Panels 200+
- Phones 800 +
- Current number of servers - 50
- Technology Staff 10.5

SPS Lesson of the Month: Newest SPS Asst. Tech Director, Ann Henson
Dr. Vinson shared iStation Data.

D. Board Communications

The following topics were mentioned:

- Riley: Thank you Annette for your leadership and all that you have done over the years.
- Baker: Board reorganization update, thank you to Tim Riley for serving the past two years of service, Welcome Dr. Washington-special thank you to Sheila Means for your willingness to run.
- Dillin: Annette is wonderful and the best! Thank you for everything you have done and the value you bring to the board. I am fortunate that her kids get to receive their education here in Stillwater, and the opportunities they can take advantage of.
- Douglas: Thank you Riley and Baker for your leadership and stepping up and serving. Voting statistics and voter turn-out was great. Community engagement was great. Congratulations for the 8th year Music Education award for the district.
- Washington: Thank you for allowing me to serve the teachers, administrators, parents, and students. We have a great support system.

E. Public Comments

The following people addressed the board with the following concerns (as listed on the request)

- Joe Bob Wright – Thank the School Board for all they do for the students and staff.
- Kerry McNickle – Invite the Board and the Stillwater Community to the Annual Band Fundraiser, BBQ, Bids and Broadway. I would also like to welcome Dr. Washington to the School Board.
- John Chaffin – Lying
- Melody Wright – Thank Voters for supporting SPS and acknowledge the efforts of the Board and staff for doing what is best for all the students.

4. CONSENT AGENDA

All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one board 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 approval of the following items:

- March 1, 2024, 12:00 p.m. Special Meeting Minutes** – Approved
- March 12, 2024, 5:00 p.m. Special Meeting Minutes** – Approved
- March 12, 2024, 6:30 p.m. Regular Meeting Minutes** – Approved
- March 26, 2024, 5:30 p.m. Special Meeting Minutes** – Approved
- Transfer and Summary of Activity Account Funds** – Approved
- Activity Account Fundraising Projects** – Approved
- Encumbrances and Accounts Payable (approval of encumbrance numbers as listed):** – Approved

- Encumbrance Numbers #20240188, 20240215, 20240413, 20240419, 20240498, 20240554, 20240556, 20240683-20240684, 20240733, 20240788-20240807, 20240809-20240816, 20240819-20240820, 20240822, 20240824-20240833, 20240835-20240849, 20240851-20240858, 20240860-20240864, 20240866-20241023
- 2023-2024 General Fund Encumbrances totaling \$218,391.52
- 2023-2024 Building Fund Encumbrances totaling \$11,469.99
- 2023-2024 Child Nutrition Fund Encumbrances totaling \$289,727.47
- 2023-2024 Bond 31 Fund (2017) Encumbrances totaling \$2,659,819.35
- 2023-2024 Bond 32 Fund (2023) Encumbrances totaling \$5,349,869.42
- H. Change Orders (approval of encumbrance numbers as listed): – Approved
- 2023-2024 General Fund Encumbrance Numbers: 20240188, 20240413, 20240419, 20240498, 20240554, 20240556, 20240683-20240684, 20240733
- 2023-2024 Bond 31 Fund (2017) Encumbrance Number: 20240215
- I. Receive Annual Student Dropout Report in Accordance with Oklahoma Administrative Code 210:35-25-3
- J. Out-of-State Travel Requests: – Approved
- 1) SHS Volleyball Traveling to Wichita, KS on July 10-12, 2024
 - 2) Pioneer Robotics Traveling to Dallas, TX on April 24-30, 2024
 - 3) SJHS Choir Traveling to Branson, MO on May 3-5, 2024
- K. Service Order No. 14 for Hamilton Field House Renovation – Approved
- L. Change Order No. 1 for Stillwater Public Schools Richmond Elementary and Junior High School HVAC and Roof Improvements – Approved
- M. Service Order No. 15 for SPS District Environmental Graphics Standards – Approved
- N. Service Order No. 16 for SPS High School Campus Roof Replacements – Approved

Motion by RILEY, second by DOUGLAS, to approve the consent agenda. The motion carried (5 – 0) with the following votes: Riley – yes, Douglas – yes, Dillin – yes, Washington – yes, Baker – yes.

5. BUSINESS/FINANCE

A. Consider and Vote to Approve Treasurer’s Report

The Treasurer’s Report for March 31, 2024, indicates monthly revenues of \$3,513,415.54 and monthly expenditures of \$4,850,177.26. General Fund monthly interest earnings is \$140,240.33 and Bond Fund monthly interest earnings is \$61,151.08.

Motion by DOUGLAS, second by DILLIN, to approve the March 2024 Treasurer’s Report. The motion carried (5 – 0) with the following votes: Douglas – yes, Dillin – yes, Washington – yes, Riley – yes, Baker – yes. A copy of the Treasurer’s Report is attached to these minutes.

B. Receive Bond Expenditures and Revenues Report

The monthly Bond Expenditures and Revenues Report for March 2024 provides an overview of the \$74,000,000 General Obligation Bond Issue approved on February 14, 2017 and the General Obligation Bond Issue approved on February 14, 2023. Warrants issued for the \$74,000,000 bond issue (current proceeds of \$74,000,000) equal \$164,834.78 with total funds remaining of \$7,470,080. Warrants issued for the \$195,000,000 bond issue (current proceeds of \$12,000,000) equal \$681,649. with total funds remaining of \$9,306,409. A copy of the report is included in the minutes file.

C. Consider and Take Action with Respect to a Resolution Fixing the Amount of Combined Purpose General Obligation Building Bonds, Series 2024 to Mature each Year; Fixing the Time and Place the Bonds are to be Sold; Designating a Registrar/Paying Agent and Disclosure Counsel; Approving the Preliminary Official Statement and Distribution Thereof; Ratifying and Confirming Continuing Disclosure Policies and Procedures; Authorizing the Clerk to give Notice of Said Sale as Required by Law and Approving other Matters Related to the Issuance of Said Bonds

On February 14, 2023, the voters of Stillwater authorized the district to issue bonded indebtedness in the amount of \$190,000,000 for the purpose of acquiring or improving school sites, constructing, repairing, remodeling and equipping buildings, and acquiring school furniture, fixtures and equipment, or in the alternative to acquire any of such property pursuant to a lease purchase arrangement (the “Building and Equipment Bonds”) and \$5,000,000 to provide funds for the purpose of acquiring transportation equipment (the “Transportation Equipment Bonds”). These bonds are being sold over time as bonding capacity allows. Representatives from Municipal Finance Services, Inc. (district bond consultant) will be present to address this item.

Motion by RILEY, second by WASHINGTON, to approve a Resolution calling for the sale of \$13,000,000 Combined Purchase General Obligation Bonds, Series 2024 to Mature each year from the February 14, 2023 election. Fix the Time and Place the 2024 Bonds are to be Sold to May 14, 2024, 6:30 P.M. at the Board of Education Administration Building (bids received at 11:00 A.M.); Designate BOKF, NA, Tulsa, Oklahoma as Paying Agent/Registrar for said 2024 Bond; Approve the Preliminary Official Statement and Distribution Thereof: Ratify and Confirm Continuing Disclosure Policies and Procedures; Authorize the Clerk to Give Notice of Said Sale as Required by Law and Approve Other Matters Related to the Issuance of Said 2024 Bonds. The motion carried (5-0) with the following votes: Riley – yes, Washington – yes, Dillin – yes, Douglas – yes, Baker – yes.

D. Consider and Take Action with Respect to a Resolution approving a Sublease Purchase Agreement pertaining to the acquisition and financing of improvements to school buildings and facilities; approving an Escrow and Paying Agent Agreement; approving the forms of Sublease Purchase Agreement, Ground Lease Agreement, Tax Regulatory Agreement, Continuing Disclosure Agreement, and Official Statement; approving other documents and certificates related thereto; and containing other provisions related thereto.

On February 14, 2023, the voters of Stillwater authorized the district to issue bonded indebtedness in the amount of \$190,000,000 for the purpose of acquiring or improving school sites, constructing, repairing, remodeling and equipping buildings, and acquiring school furniture, fixtures and equipment, or in the alternative to acquire any of such property pursuant to a lease purchase arrangement (the “Building and Equipment Bonds”) and \$5,000,000 to provide funds for the purpose of acquiring transportation equipment (the “Transportation Equipment Bonds”). These bonds are being sold over time as bonding capacity allows. Representatives from Municipal Finance Services, Inc. (district bond consultant) will be present to address this item.

Motion by DILLIN, second by DOUGLAS, to approve a Resolution calling for approving a Sublease Purchase Agreement pertaining to the acquisition and financing of improvements to school buildings and facilities; approving an Escrow and Paying Agent Agreement; approving the forms of Sublease Purchase Agreement, Ground Lease Agreement, Tax Regulatory Agreement, Continuing Disclosure Agreement, and Official Statement; approving other documents and certificates related thereto; and containing other provisions related thereto. The motion carried (5 – 0) with the following votes: Dillin – yes, Douglas – yes, Washington – yes, Riley – yes, Baker – yes.

6. OPERATIONS

A. Receive Bond 2023 Monthly Update

HS PHASE 1

- HS Phase 1 Construction Documents (CD) Phase is progressing on schedule.
- 505 Architects issued the 90% CD Package on 4/1 to Willowbrook for their final review and costing prior to bid.
- The third-party ICC 500-2024 Tornado Shelter initial peer review comments have been received by 505 Architects and are being incorporated within the final CD Package.
- The final CD Package is scheduled to issue to Willowbrook on 5/6 for bidding and to submit to the City of Stillwater for a building permit.
- Cimarron Plaza Demolition, Public Infrastructure Improvements and Electrical Switchgear.
- (Material only) are underway. City is currently reviewing for building permits which are anticipated by middle of April.

- Map Amendment and Rezoning was submitted and is anticipated to complete on 4/1.
- The traffic study will be completed by April.

SPS OES IMPROVEMENTS

505 Architects finalized the Construction Documentation for the Phase 1 to allow SPS Technology Department to vacate their Cimmaron Plaza location and relocate to OES.

- A building permit has been approved on 3/22.
- Lippert Bros has been selected as the Construction Manager to provide Construction Management Services at Risk (CMaR) for this Project.
- Bid opening of subcontractor bids on 4/30 in order to have a GMP Amendment at the May Board Meeting for BOE review and approval.
- Construction would begin in May 2024 and is anticipated to be completed by October 2024.

DEFERRED MAINTENANCE PROJECTS

SPS Richmond HVAC and Roof Improvements/SPS JRHS HVAC and Roof Improvements Projects are in the Construction Phase.

- American Roofing has begun to submit submittals to 505 Architects for review.
- Richmond Elementary is scheduled for roof replacement to begin 5/20 and complete by end of June. Grading improvements are schedule for the month of June. HVAC replacement schedule is pending awaiting confirmation from manufacturers on delivery dates.
- JRHS is scheduled for roof replacement to begin 6/17 and complete by mid-August. HVAC replacement schedule is pending awaiting confirmation from manufacturers on delivery dates.
- Two additional existing roof hatches at JRHS will require replacement to allow installation of the new OSHA safety hatch railing. This is Change Order 01.

8. ADJOURNMENT

A. Vote to Adjourn

Motion by RILEY, second by WASHINGTON, to adjourn at 7:56 p.m. The motion carried (5 – 0) with the following votes: Riley – yes, Washington – yes, Dillin – yes, Dillin, Douglas – yes, Baker – yes.

STILLWATER BOARD OF EDUCATION

STILLWATER BOARD OF EDUCATION

Dr. Marshall Baker, President

Annette Jones, Minutes Clerk

I, the undersigned Clerk of the Stillwater Board of Education, District I-16, of Payne County, Oklahoma, certify that prior to December 15 of the last calendar year, the date, time, and place of the regular meetings were filed in the office of the County Clerk of Payne County, Oklahoma.

I also certify that at least 24 hours prior to this meeting, excluding Saturdays, Sundays, and holidays, notice of the date, time, place, and agenda of this meeting was posted in prominent public view at the Stillwater Public Schools Administration Building, 314 S. Lewis, and on the school district’s website located at www.stillwaterschools.com (posted April 5, 2024, at 4:00 p.m.). The agenda was amended at 2:00 p.m. on April 8, 2024.

Witness my hand and seal of the Stillwater School District on April 9, 2024.

STILLWATER BOARD OF EDUCATION

(SEAL)

Annette Jones, Clerk

These minutes were officially approved by the Stillwater Board of Education on _____.

DRAFT



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Michael Arnold, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4C
Transfer and Summary of Activity Account Funds

BOARD ACTION REQUESTED:
Motion to Approve Transfer and Summary of Activity Account Funds as Reconciled

BACKGROUND INFORMATION:
The activity fund transfer report reflects requested transfers of funds between sub-accounts as indicated.

Also attached are New and Revised Annual Activity Fund Planning and Approval Packages (Policy CFB-E1). The reports requesting revisions were approved at a previous board meeting. Any changes in how funds are raised or expended needs board approval.

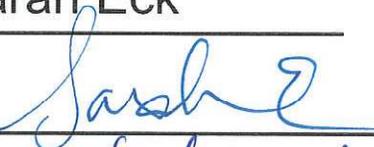
The attached summary of individual site activity fund accounts reveals the name of the itemized accounts, receipts, disbursements, adjustments, and balances of the accounts year-to-date. All accounts are reconciled with bank statements at the closing of each month..

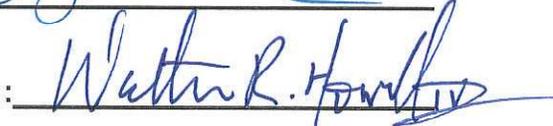
Transfer Requests

Request for Transfer of Funds between Activity Accounts

Date: 04/11/2024 School: High School

Name of Requestor/Sponsor: Sarah Eck

Signature of Requestor/Sponsor: 

Approval of Supervisor/Principal : 

945 - HS SMAC (unit 705)

Move from
Paying Account Name & No

812 - HS Parking (unit 705)

Move to
Receiving Account Name & No

Amount to be transferred: 50.00

Reason for Moving funds:

To transfer additional fees collected for parking spaces during fundraiser.

TO BE COMPLETED BY DISTRICT ACTIVITY FUND CLERK

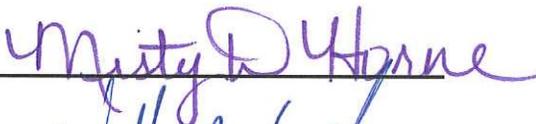
Date Approved by Board of Education: _____

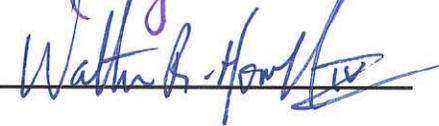
Keep for Audit Records

Request for Transfer of Funds between Activity Accounts

Date: 04/24/2024 School: High School

Name of Requestor/Sponsor: Misty Horne

Signature of Requestor/Sponsor: 

Approval of Supervisor/Principal: 

805 - HS General Site

944 - HS Transitions

Move from
Paying Account Name & No

Move to
Receiving Account Name & No

Amount to be transferred: 55.00

Reason for Moving funds:

To transfer money to cover cost for preparing the TOY signage presented to the 2024 SHS TOY, E. Ziegler.

TO BE COMPLETED BY DISTRICT ACTIVITY FUND CLERK

Date Approved by Board of Education: _____

Keep for Audit Records

TOY Sign

2 messages

Mitchell, Heather <hmittchell@stillwaterschools.com>

Wed, Apr 24, 2024 at 9:33 AM

To: Audra Casson <acasson@stillwaterschools.com>, "Tate, Kelsie" <ktate@stillwaterschools.com>, "Howell, Walter" <whowell@stillwaterschools.com>

After talking with Kelsie we decided \$55 for the sign the Pathfinders made for TOY. Thank you for reaching out to us and giving us the opportunity to be involved to make it!

--

Thank you,



Heather Mitchell
Pathfinder Academy Teacher
SMAC Sponsor
Stillwater High School

1224 N. Husband St.
Stillwater, Oklahoma 74075
405-533-5168

hmittchell@stillwaterschools.com

Howell, Walter <whowell@stillwaterschools.com>

Wed, Apr 24, 2024 at 9:42 AM

To: "Mitchell, Heather" <hmittchell@stillwaterschools.com>

Cc: Audra Casson <acasson@stillwaterschools.com>, "Tate, Kelsie" <ktate@stillwaterschools.com>

Thanks, Heather.

Audra, please prepare to transfer these funds to Pathfinders as soon as you can get to it.



Walter Howell
Principal
Stillwater High School

1224 N. Husband Street
Stillwater, Oklahoma 74075
(405) 533-6450
Stillwaterschools.com

PAYING SITE	PAYING ACCOUNT	RECEIVING SITE	RECEIVING ACCOUNT	REASON FOR TRANSFER	AMOUNT
705 - HS	805 - Gen Site	610 - JH	705 - HS Transitions	Transfer Money to cover cost for preparing the TOY signage presented to the 2024 SHS TOY, E. Ziegler	\$55.00
705 - High School	945 - HS SMAC	705 - High School	812 - HS Parking	To transfer additional fees collected for parking spaces during fundraiser	\$50.00

Stillwater School District 16

Budget Control Group Report

Fiscal Year: 2023-2024

DAC:

Budget Control Group: All

Show Account Detail

Show Transaction Detail Show Encumbrance Include Pre Encumbrance

Range Dates: 4/1/2024 - 4/30/2024

Page Break on Budget Control Group

Account	FTE	Budget Amt	Range Trans	YTD Trans	Balance	Encumbrance	Budget Bal.
Control Group: 050-800-DISTRICT CLEARING SWEEP ACCT							
050-800-DISTRICT CLEARING SWEEP ACCT Sub Total:		0.00	\$1,985.00	-\$48,810.25	\$48,810.25	\$0.00	48,810.25
Control Group: 050-807-SPECIAL EVENTS FUND							
050-807-SPECIAL EVENTS FUND Sub Total:		0.00	\$227.07	-\$6,981.48	\$6,981.48	\$453.50	6,527.98
Control Group: 050-829-TECHNOLOGY FUND							
050-829-TECHNOLOGY FUND Sub Total:		0.00	\$40.40	-\$3,992.10	\$3,992.10	\$500.00	3,492.10
Control Group: 050-836-SUPPORT EE OF THE YEAR							
050-836-SUPPORT EE OF THE YEAR Sub Total:		0.00	\$0.00	-\$300.14	\$300.14	\$0.00	300.14
Control Group: 050-838-SUPT FUND							
050-838-SUPT FUND Sub Total:		0.00	\$0.00	-\$6,103.57	\$6,103.57	\$1,992.79	4,110.78
Control Group: 050-842-PUBLIC RELATIONS FUND							
050-842-PUBLIC RELATIONS FUND Sub Total:		0.00	\$0.00	-\$1,104.42	\$1,104.42	\$0.00	1,104.42
Control Group: 050-854-SPS STAFF WELLNESS FUND							
050-854-SPS STAFF WELLNESS FUND Sub Total:		0.00	\$0.00	-\$17.52	\$17.52	\$0.00	17.52
Control Group: 052-843-FACILITIES							
052-843-FACILITIES Sub Total:		0.00	\$0.00	-\$4,490.83	\$4,490.83	\$425.00	4,065.83
Control Group: 053-801-STUDENT SUPPLIES							
053-801-STUDENT SUPPLIES Sub Total:		0.00	\$0.00	-\$162,892.26	\$162,892.26	\$0.00	162,892.26
Control Group: 053-809-TEXTBOOKS							
053-809-TEXTBOOKS Sub Total:		0.00	\$3,584.19	-\$3,954.58	\$3,954.58	\$0.00	3,954.58
Control Group: 053-828-SPED							
053-828-SPED Sub Total:		0.00	-\$19,621.27	-\$22,390.12	\$22,390.12	\$1,723.00	20,667.12
Control Group: 053-830-PROF DEVELOPMENT							

Stillwater School District 16

Budget Control Group Report

Fiscal Year: 2023-2024

DAC:

Budget Control Group: All

Show Account Detail

Show Transaction Detail

Show Encumbrance

Include Pre Encumbrance

Range Dates: 4/1/2024 - 4/30/2024

Page Break on Budget Control Group

Account	FTE	Budget Amt	Range Trans	YTD Trans	Balance	Encumbrance	Budget Bal.
053-830-PROF DEVELOPMENT Sub Total:	0.00	\$243.92	-\$7,789.90	\$7,789.90	\$3,074.35	4,715.55	
Control Group: 053-831-BOOK BUS							
053-831-BOOK BUS Sub Total:	0.00	\$48.44	-\$1,892.70	\$1,892.70	\$150.00	1,742.70	
Control Group: 053-833-AFTER SCHOOL PROGRAMS							
053-833-AFTER SCHOOL PROGRAMS Sub Total:	0.00	\$856.97	-\$40,133.31	\$40,133.31	\$4,075.00	36,058.31	
Control Group: 053-834-AFTER SCHOOL CHILDCARE							
053-834-AFTER SCHOOL CHILDCARE Sub Total:	0.00	-\$31,606.42	-\$423,462.91	\$423,462.91	\$20,815.00	402,647.91	
Control Group: 053-835-TEACHER OF THE YEAR							
053-835-TEACHER OF THE YEAR Sub Total:	0.00	\$54.95	-\$1,503.24	\$1,503.24	\$1,573.80	-70.56	
Control Group: 053-839-SPEF							
053-839-SPEF Sub Total:	0.00	\$3,852.00	-\$6,964.09	\$6,964.09	\$1,374.95	5,589.14	
Control Group: 053-840-OPEN DOORS							
053-840-OPEN DOORS Sub Total:	0.00	\$0.00	-\$800.88	\$800.88	\$310.00	490.88	
Control Group: 053-845-REFUGEE SCHOOL IMPACT							
053-845-REFUGEE SCHOOL IMPACT Sub Total:	0.00	\$0.00	-\$16,385.47	\$16,385.47	\$5,500.00	10,885.47	
Control Group: 053-859-HOMELESS							
053-859-HOMELESS Sub Total:	0.00	\$0.00	-\$8,642.41	\$8,642.41	\$6,280.00	2,362.41	
Control Group: 053-865-CHROMEBOOKS							
053-865-CHROMEBOOKS Sub Total:	0.00	-\$35.00	-\$70,549.65	\$70,549.65	\$0.00	70,549.65	
Control Group: 105-801-STUDENT SUPP							
105-801-STUDENT SUPP Sub Total:	0.00	\$184.84	-\$21,446.23	\$21,446.23	\$9,210.79	12,235.44	
Control Group: 105-803-LIBRARY							
105-803-LIBRARY Sub Total:	0.00	\$0.00	-\$8,802.32	\$8,802.32	\$4,599.23	4,203.09	

Stillwater School District 16

Budget Control Group Report

Fiscal Year: 2023-2024

DAC:

Budget Control Group: All

Show Account Detail

Show Transaction Detail

Show Encumbrance

Include Pre Encumbrance

Range Dates: 4/1/2024 - 4/30/2024

Page Break on Budget Control Group

Account	FTE	Budget Amt	Range Trans	YTD Trans	Balance	Encumbrance	Budget Bal.
Control Group: 105-806-SITE RENTAL							
105-806-SITE RENTAL Sub Total:		0.00	\$0.00	-\$4,883.17	\$4,883.17	\$0.00	4,883.17
Control Group: 105-807-SPECIAL EVENT							
105-807-SPECIAL EVENT Sub Total:		0.00	-\$398.07	-\$10,490.93	\$10,490.93	\$2,915.19	7,575.74
Control Group: 105-820-LATTE CART							
105-820-LATTE CART Sub Total:		0.00	-\$132.00	-\$709.72	\$709.72	\$305.00	404.72
Control Group: 105-839-SPEF							
105-839-SPEF Sub Total:		0.00	\$0.00	-\$6,751.47	\$6,751.47	\$5,148.58	1,602.89
Control Group: 105-876-ART							
105-876-ART Sub Total:		0.00	\$0.00	-\$10.02	\$10.02	\$0.00	10.02
Control Group: 105-937-RUNNING CLUB							
105-937-RUNNING CLUB Sub Total:		0.00	\$0.00	-\$296.50	\$296.50	\$0.00	296.50
Control Group: 105-938-SCIENCE CLUB							
105-938-SCIENCE CLUB Sub Total:		0.00	-\$360.00	-\$3,748.79	\$3,748.79	\$75.00	3,673.79
Control Group: 115-801-STUDENT SUPPLIES							
115-801-STUDENT SUPPLIES Sub Total:		0.00	\$1,651.50	-\$2,394.66	\$2,394.66	\$700.00	1,694.66
Control Group: 115-802-COURTESY/APPRECIATION							
115-802-COURTESY/APPRECIATION Sub Total:		0.00	\$0.00	-\$1,497.08	\$1,497.08	\$1,130.00	367.08
Control Group: 115-803-LIBRARY							
115-803-LIBRARY Sub Total:		0.00	\$431.16	-\$4,820.00	\$4,820.00	\$250.00	4,570.00
Control Group: 115-805-SITE GENERAL ACTIVITY							
115-805-SITE GENERAL ACTIVITY Sub Total:		0.00	-\$191.45	-\$9,737.79	\$9,737.79	\$1,075.00	8,662.79
Control Group: 115-806-SITE RENTAL							

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115-806-SITE RENTAL Sub Total:	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Control Group: 115-839-SPEF							
115-839-SPEF Sub Total:	0.00	\$3,878.00	-\$2,188.14	\$2,188.14	\$2,073.14	\$115.00	115.00
Control Group: 115-850-GRANTS							
115-850-GRANTS Sub Total:	0.00	\$0.00	-\$800.66	\$800.66	\$0.00	\$800.66	800.66
Control Group: 120-801-STUDENT SUPPLIES							
120-801-STUDENT SUPPLIES Sub Total:	0.00	\$1,661.98	-\$10,940.97	\$10,940.97	\$1,935.00	\$9,005.97	9,005.97
Control Group: 120-803-LIBRARY							
120-803-LIBRARY Sub Total:	0.00	-\$17.00	-\$774.31	\$774.31	\$0.00	\$774.31	774.31
Control Group: 120-806-SITE RENTAL							
120-806-SITE RENTAL Sub Total:	0.00	\$0.00	-\$465.39	\$465.39	\$0.00	\$465.39	465.39
Control Group: 120-807-SPECIAL EVENT							
120-807-SPECIAL EVENT Sub Total:	0.00	\$27.93	-\$7,125.35	\$7,125.35	\$3,005.00	\$4,120.35	4,120.35
Control Group: 120-823-SAFETY/HEALTH							
120-823-SAFETY/HEALTH Sub Total:	0.00	\$0.00	-\$1,070.69	\$1,070.69	\$0.00	\$1,070.69	1,070.69
Control Group: 120-839-SPEF							
120-839-SPEF Sub Total:	0.00	\$1,693.04	-\$3,233.48	\$3,233.48	\$1,595.87	\$1,637.61	1,637.61
Control Group: 120-851-TEACHER GRANTS							
120-851-TEACHER GRANTS Sub Total:	0.00	\$0.00	-\$3,000.00	\$3,000.00	\$400.00	\$2,600.00	2,600.00
Control Group: 120-876-ART							
120-876-ART Sub Total:	0.00	\$0.00	-\$146.63	\$146.63	\$0.00	\$146.63	146.63
Control Group: 120-895-5TH GRADE CLASS							
120-895-5TH GRADE CLASS Sub Total:	0.00	\$0.00	-\$308.26	\$308.26	\$308.26	\$0.00	0.00

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Control Group: 120-918-FARM/GARDEN CLUB							
120-918-FARM/GARDEN CLUB Sub Total:	0.00	\$0.00	-\$273.46	\$273.46	\$0.00	273.46	
Control Group: 125-801-STUDENT SUPPLIES							
125-801-STUDENT SUPPLIES Sub Total:	0.00	\$2,753.53	-\$5,670.68	\$5,670.68	\$3,187.59	2,483.09	
Control Group: 125-803-LIBRARY							
125-803-LIBRARY Sub Total:	0.00	\$2,510.27	-\$14,880.00	\$14,880.00	\$10,800.00	4,080.00	
Control Group: 125-806-SITE RENTAL							
125-806-SITE RENTAL Sub Total:	0.00	\$65.33	-\$52.22	\$52.22	\$0.00	52.22	
Control Group: 125-807-SPECIAL EVENT							
125-807-SPECIAL EVENT Sub Total:	0.00	\$790.90	-\$17,669.92	\$17,669.92	\$6,887.03	10,782.89	
Control Group: 125-839-SPEF							
125-839-SPEF Sub Total:	0.00	-\$805.00	-\$834.97	\$834.97	\$821.86	13.11	
Control Group: 125-856-DONATIONS							
125-856-DONATIONS Sub Total:	0.00	\$0.00	-\$2,100.30	\$2,100.30	\$0.00	2,100.30	
Control Group: 125-857-PTA/PTO DONATIONS							
125-857-PTA/PTO DONATIONS Sub Total:	0.00	\$75.72	-\$5,212.58	\$5,212.58	\$500.00	4,712.58	
Control Group: 130-801-STUDENT SUPPLIES							
130-801-STUDENT SUPPLIES Sub Total:	0.00	\$366.64	-\$4,773.64	\$4,773.64	\$336.39	4,437.25	
Control Group: 130-803-LIBRARY							
130-803-LIBRARY Sub Total:	0.00	\$51.48	-\$5,651.29	\$5,651.29	\$1,096.18	4,555.11	
Control Group: 130-806-SITE RENTAL							
130-806-SITE RENTAL Sub Total:	0.00	-\$4,885.75	-\$17,299.81	\$17,299.81	\$2,737.56	14,562.25	
Control Group: 130-807-SPECIAL EVENT							

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130-807-SPECIAL EVENT Sub Total:	0.00	\$394.68	-\$9,179.68	\$9,179.68	\$1,341.00	7,838.68	
Control Group: 130-811-CULTURAL NIGHTS							
130-811-CULTURAL NIGHTS Sub Total:	0.00	\$0.00	-\$59.45	\$59.45	\$0.00	59.45	
Control Group: 130-839-SPEF							
130-839-SPEF Sub Total:	0.00	-\$3,852.00	-\$7,919.91	\$7,919.91	\$7,807.62	112.29	
Control Group: 130-937-RUNNING CLUB							
130-937-RUNNING CLUB Sub Total:	0.00	\$0.00	-\$147.37	\$147.37	\$0.00	147.37	
Control Group: 135-801-STUDENT SUPPLIES							
135-801-STUDENT SUPPLIES Sub Total:	0.00	\$1,130.56	-\$947.94	\$947.94	\$0.00	947.94	
Control Group: 135-803-LIBRARY							
135-803-LIBRARY Sub Total:	0.00	\$0.00	-\$1,115.94	\$1,115.94	\$0.00	1,115.94	
Control Group: 135-805-SPECIAL EVENTS							
135-805-SPECIAL EVENTS Sub Total:	0.00	-\$252.98	-\$12,018.63	\$12,018.63	\$1,056.15	10,962.48	
Control Group: 135-806-SITE RENTAL							
135-806-SITE RENTAL Sub Total:	0.00	-\$178.58	-\$1,882.08	\$1,882.08	\$738.27	1,143.81	
Control Group: 135-839-SPEF							
135-839-SPEF Sub Total:	0.00	\$1,383.03	-\$756.27	\$756.27	\$127.94	628.33	
Control Group: 505-802-COURTESY							
505-802-COURTESY Sub Total:	0.00	\$379.35	-\$161.11	\$161.11	\$38.99	122.12	
Control Group: 505-803-LIBRARY							
505-803-LIBRARY Sub Total:	0.00	\$0.00	-\$246.35	\$246.35	\$14.19	232.16	
Control Group: 505-804-GUIDANCE							
505-804-GUIDANCE Sub Total:	0.00	\$0.00	-\$14.79	\$14.79	\$0.00	14.79	

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Control Group: 505-806-SITE RENTAL							
505-806-SITE RENTAL Sub Total:		0.00	\$385.95	-\$3,634.40	\$3,634.40	\$283.58	3,350.82
Control Group: 505-807-SPECIAL EVENT							
505-807-SPECIAL EVENT Sub Total:		0.00	\$344.85	-\$2,738.61	\$2,738.61	\$1,494.62	1,243.99
Control Group: 505-815-AGENDAS							
505-815-AGENDAS Sub Total:		0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Control Group: 505-839-SPEF							
505-839-SPEF Sub Total:		0.00	\$0.00	-\$8,760.90	\$8,760.90	\$8,104.76	656.14
Control Group: 505-856-DONATIONS							
505-856-DONATIONS Sub Total:		0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Control Group: 505-904-ART CLUB							
505-904-ART CLUB Sub Total:		0.00	\$289.80	-\$1,692.53	\$1,692.53	\$0.00	1,692.53
Control Group: 505-932-ROBOTICS							
505-932-ROBOTICS Sub Total:		0.00	\$444.03	-\$8,289.04	\$8,289.04	\$8,160.93	128.11
Control Group: 505-941-SMS SINGERS							
505-941-SMS SINGERS Sub Total:		0.00	\$0.00	-\$12,114.89	\$12,114.89	\$1,523.00	10,591.89
Control Group: 505-946-STUDENT COUNCIL							
505-946-STUDENT COUNCIL Sub Total:		0.00	\$2,108.80	-\$3,612.20	\$3,612.20	\$480.00	3,132.20
Control Group: 505-947-TECHNOLOGY STUDENT ASSOC							
505-947-TECHNOLOGY STUDENT ASSOC Sub Total:		0.00	\$0.00	-\$765.35	\$765.35	\$1,254.67	-489.32
Control Group: 505-949-VOCAL MUSIC							
505-949-VOCAL MUSIC Sub Total:		0.00	-\$1,723.96	-\$13,100.29	\$13,100.29	\$3,403.91	9,696.38
Control Group: 505-951-YEARBOOK							

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505-951-YEARBOOK Sub Total:		0.00	\$0.00	-\$4,504.47	\$4,504.47	\$0.00	4,504.47
Control Group: 505-956-ARTISANS TEAM							
505-956-ARTISANS TEAM Sub Total:		0.00	\$0.00	-\$508.04	\$508.04	\$0.00	508.04
Control Group: 505-958-TITANS TEAM							
505-958-TITANS TEAM Sub Total:		0.00	\$0.00	-\$423.86	\$423.86	\$0.00	423.86
Control Group: 505-959-SYNERGY TEAM							
505-959-SYNERGY TEAM Sub Total:		0.00	\$0.00	-\$1,409.43	\$1,409.43	\$0.00	1,409.43
Control Group: 610-802-COURTESY/APPRECIATION							
610-802-COURTESY/APPRECIATION Sub Total:		0.00	\$218.46	-\$552.32	\$552.32	\$480.00	72.32
Control Group: 610-803-LIBRARY							
610-803-LIBRARY Sub Total:		0.00	-\$266.61	-\$1,961.54	\$1,961.54	\$180.00	1,781.54
Control Group: 610-805-GENERAL ACTIVITY							
610-805-GENERAL ACTIVITY Sub Total:		0.00	\$3,383.02	-\$7,283.67	\$7,283.67	\$3,480.53	3,803.14
Control Group: 610-806-SITE RENTAL							
610-806-SITE RENTAL Sub Total:		0.00	-\$500.00	-\$6,998.40	\$6,998.40	\$6,000.00	998.40
Control Group: 610-807-SPECIAL EVENTS							
610-807-SPECIAL EVENTS Sub Total:		0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Control Group: 610-808-DRIVERS ED							
610-808-DRIVERS ED Sub Total:		0.00	\$0.00	-\$300.66	\$300.66	\$0.00	300.66
Control Group: 610-813-LOCKER							
610-813-LOCKER Sub Total:		0.00	\$0.00	-\$36.94	\$36.94	\$0.00	36.94
Control Group: 610-839-SPEF							
610-839-SPEF Sub Total:		0.00	\$0.00	-\$5,375.95	\$5,375.95	\$5,651.57	-275.62

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Control Group: 610-861-STEM 2							
610-861-STEM 2 Sub Total:		0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Control Group: 610-876-ART							
610-876-ART Sub Total:		0.00	\$0.00	-\$3,865.93	\$3,865.93	\$3,254.77	611.16
Control Group: 610-877-LANGUAGE ARTS							
610-877-LANGUAGE ARTS Sub Total:		0.00	\$0.00	-\$755.40	\$755.40	\$0.00	755.40
Control Group: 610-880-SCIENCE							
610-880-SCIENCE Sub Total:		0.00	-\$599.00	-\$920.90	\$920.90	\$355.10	565.80
Control Group: 610-883-SPEECH							
610-883-SPEECH Sub Total:		0.00	\$556.27	-\$4,340.94	\$4,340.94	\$3,267.80	1,073.14
Control Group: 610-884-SOCIAL STUDIES							
610-884-SOCIAL STUDIES Sub Total:		0.00	\$39.99	-\$366.74	\$366.74	\$0.00	366.74
Control Group: 610-904-ART CLUB							
610-904-ART CLUB Sub Total:		0.00	\$0.00	-\$254.18	\$254.18	\$228.00	26.18
Control Group: 610-907-BETA CLUB							
610-907-BETA CLUB Sub Total:		0.00	\$4,544.00	-\$4,404.08	\$4,404.08	\$3,300.00	1,104.08
Control Group: 610-909-BPA							
610-909-BPA Sub Total:		0.00	\$560.00	-\$289.40	\$289.40	\$80.00	209.40
Control Group: 610-915-FCCLA							
610-915-FCCLA Sub Total:		0.00	\$0.00	-\$877.13	\$877.13	\$360.00	517.13
Control Group: 610-925-MOCK TRIAL							
610-925-MOCK TRIAL Sub Total:		0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Control Group: 610-932-ROBOTICS							

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610-932-ROBOTICS Sub Total:		0.00	\$3,007.84	-\$6,629.02	\$6,629.02	\$4,534.35	2,094.67
Control Group: 610-934-PIONEER PEER PARTNERS							
610-934-PIONEER PEER PARTNERS Sub Total:		0.00	\$0.00	-\$584.74	\$584.74	\$0.00	584.74
Control Group: 610-936-PLTW							
610-936-PLTW Sub Total:		0.00	\$0.00	-\$2,450.13	\$2,450.13	\$0.00	2,450.13
Control Group: 610-939-FACS							
610-939-FACS Sub Total:		0.00	\$0.00	-\$254.80	\$254.80	\$0.00	254.80
Control Group: 610-946-STUDENT COUNCIL							
610-946-STUDENT COUNCIL Sub Total:		0.00	\$1,266.70	-\$2,814.45	\$2,814.45	\$1,193.17	1,621.28
Control Group: 610-947-TECH STUDENT ASSOC							
610-947-TECH STUDENT ASSOC Sub Total:		0.00	-\$390.00	-\$2,887.63	\$2,887.63	\$1,329.76	1,557.87
Control Group: 610-949-VOCAL MUSIC							
610-949-VOCAL MUSIC Sub Total:		0.00	-\$1,151.00	-\$8,293.21	\$8,293.21	\$8,239.75	53.46
Control Group: 610-951-YEARBOOK							
610-951-YEARBOOK Sub Total:		0.00	-\$295.00	-\$6,456.00	\$6,456.00	\$5,000.00	1,456.00
Control Group: 610-970-ALL SPORTS							
610-970-ALL SPORTS Sub Total:		0.00	\$0.00	-\$41,427.22	\$41,427.22	\$3,757.00	37,670.22
Control Group: 610-976-CHEERLEADERS							
610-976-CHEERLEADERS Sub Total:		0.00	-\$447.00	-\$3,683.50	\$3,683.50	\$1,140.00	2,543.50
Control Group: 610-981-POM							
610-981-POM Sub Total:		0.00	\$0.00	-\$1,677.46	\$1,677.46	\$170.00	1,507.46
Control Group: 700-805-SITE ACTIVITY ACCT							
700-805-SITE ACTIVITY ACCT Sub Total:		0.00	-\$131.05	-\$662.87	\$662.87	\$520.00	142.87

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Control Group: 700-839-SPEF							
700-839-SPEF Sub Total:		0.00	\$600.00	-\$3,354.55	\$3,354.55	\$2,083.39	1,271.16
Control Group: 700-850-GRANT							
700-850-GRANT Sub Total:		0.00	\$0.00	-\$352.57	\$352.57	\$0.00	352.57
Control Group: 700-858-FRIENDS OF LINCOLN							
700-858-FRIENDS OF LINCOLN Sub Total:		0.00	-\$25.00	-\$1,061.67	\$1,061.67	\$925.76	135.91
Control Group: 702-841-VIRTUAL ACADEMY FUND							
702-841-VIRTUAL ACADEMY FUND Sub Total:		0.00	-\$100.00	-\$431.60	\$431.60	\$250.00	181.60
Control Group: 705-802-COURTESY FUND							
705-802-COURTESY FUND Sub Total:		0.00	-\$20.00	-\$752.50	\$752.50	\$0.00	752.50
Control Group: 705-803-LIBRARY							
705-803-LIBRARY Sub Total:		0.00	-\$16.80	-\$117.12	\$117.12	\$15.95	101.17
Control Group: 705-805-GENERAL ACTIVITY							
705-805-GENERAL ACTIVITY Sub Total:		0.00	\$1,548.17	-\$1,003.38	\$1,003.38	\$150.99	852.39
Control Group: 705-812-PARKING FEES							
705-812-PARKING FEES Sub Total:		0.00	\$2,320.82	-\$5,630.01	\$5,630.01	\$3,349.99	2,280.02
Control Group: 705-815-AGENDAS							
705-815-AGENDAS Sub Total:		0.00	\$0.00	-\$38.92	\$38.92	\$0.00	38.92
Control Group: 705-816-PIONEER PANTRY							
705-816-PIONEER PANTRY Sub Total:		0.00	-\$80.00	-\$41,233.47	\$41,233.47	\$0.00	41,233.47
Control Group: 705-817-PAC							
705-817-PAC Sub Total:		0.00	\$798.55	-\$57,224.97	\$57,224.97	\$2,629.42	54,595.55
Control Group: 705-819-SOFT DRINK COMMISSION							

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705-819-SOFT DRINK COMMISSION Sub Total:		0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Control Group: 705-839-SPEF							
705-839-SPEF Sub Total:		0.00	\$178.79	-\$5,185.12	\$5,185.12	\$4,173.88	1,011.24
Control Group: 705-855-SCIENCE GRANT							
705-855-SCIENCE GRANT Sub Total:		0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Control Group: 705-860 CLASS OF 63							
705-860 CLASS OF 63 Sub Total:		0.00	\$0.00	-\$1,853.00	\$1,853.00	\$0.00	1,853.00
Control Group: 705-874-ADVANCED ART							
705-874-ADVANCED ART Sub Total:		0.00	\$134.56	-\$1,437.29	\$1,437.29	\$0.00	1,437.29
Control Group: 705-876-ART							
705-876-ART Sub Total:		0.00	\$0.00	-\$872.53	\$872.53	\$445.80	426.73
Control Group: 705-878-POTTERY							
705-878-POTTERY Sub Total:		0.00	\$495.62	-\$2,492.87	\$2,492.87	\$544.12	1,948.75
Control Group: 705-885-INSTRUCTIONAL							
705-885-INSTRUCTIONAL Sub Total:		0.00	-\$146.00	-\$32,297.63	\$32,297.63	\$13,482.00	18,815.63
Control Group: 705-901-ACADEMIC TEAM							
705-901-ACADEMIC TEAM Sub Total:		0.00	-\$286.00	-\$1,867.68	\$1,867.68	\$1,221.00	646.68
Control Group: 705-903-AFRICAN AM STUDENT ASSOC							
705-903-AFRICAN AM STUDENT ASSOC Sub Total:		0.00	\$49.35	-\$477.59	\$477.59	\$0.00	477.59
Control Group: 705-904-ART CLUB							
705-904-ART CLUB Sub Total:		0.00	-\$10.00	-\$958.70	\$958.70	\$0.00	958.70
Control Group: 705-905-BAND							
705-905-BAND Sub Total:		0.00	\$4,413.35	-\$122,674.91	\$122,674.91	\$27,300.07	95,374.84

Stillwater School District 16

Budget Control Group Report

Fiscal Year: 2023-2024

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Range Dates: 4/1/2024 - 4/30/2024

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Account	FTE	Budget Amt	Range Trans	YTD Trans	Balance	Encumbrance	Budget Bal.
Control Group: 705-906-BEST BUDDIES							
705-906-BEST BUDDIES Sub Total:		0.00	-\$450.00	-\$2,955.82	\$2,955.82	\$454.60	2,501.22
Control Group: 705-907-BETA CLUB							
705-907-BETA CLUB Sub Total:		0.00	\$0.00	-\$5,766.29	\$5,766.29	\$825.00	4,941.29
Control Group: 705-909-BPA							
705-909-BPA Sub Total:		0.00	\$0.00	-\$50.00	\$50.00	\$0.00	50.00
Control Group: 705-912-DISC GOLF							
705-912-DISC GOLF Sub Total:		0.00	\$0.00	-\$734.75	\$734.75	\$105.46	629.29
Control Group: 705-915-FCCLA							
705-915-FCCLA Sub Total:		0.00	\$310.00	-\$1,608.42	\$1,608.42	\$425.00	1,183.42
Control Group: 705-916-FFA							
705-916-FFA Sub Total:		0.00	\$41,831.39	-\$40,124.98	\$40,124.98	\$25,836.40	14,288.58
Control Group: 705-917-FRENCH CLUB							
705-917-FRENCH CLUB Sub Total:		0.00	\$0.00	-\$165.36	\$165.36	\$0.00	165.36
Control Group: 705-924-KEY CLUB							
705-924-KEY CLUB Sub Total:		0.00	\$0.00	-\$113.22	\$113.22	\$53.60	59.62
Control Group: 705-925-MOCK TRIAL							
705-925-MOCK TRIAL Sub Total:		0.00	\$0.00	-\$572.21	\$572.21	\$0.00	572.21
Control Group: 705-926-MU ALPHA THETA							
705-926-MU ALPHA THETA Sub Total:		0.00	\$0.00	-\$1,125.48	\$1,125.48	\$0.00	1,125.48
Control Group: 705-927-NATIONAL HONOR SOCIETY							
705-927-NATIONAL HONOR SOCIETY Sub Total:		0.00	-\$75.00	-\$9,820.77	\$9,820.77	\$816.75	9,004.02
Control Group: 705-930-ORCHESTRA							

Stillwater School District 16

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Account	FTE	Budget Amt	Range Trans	YTD Trans	Balance	Encumbrance	Budget Bal.
705-930-ORCHESTRA Sub Total:	0.00	0.00	-\$2,123.81	-\$71,494.59	\$71,494.59	\$55,596.00	15,898.59
Control Group: 705-931-ORCHESTRA BOOSTER CLUB							
705-931-ORCHESTRA BOOSTER CLUB Sub Total:	0.00	0.00	\$0.00	-\$1,882.35	\$1,882.35	\$0.00	1,882.35
Control Group: 705-932-ROBOTICS							
705-932-ROBOTICS Sub Total:	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Control Group: 705-933-PINK OUT							
705-933-PINK OUT Sub Total:	0.00	0.00	\$0.00	-\$136.50	\$136.50	\$0.00	136.50
Control Group: 705-938-SCIENCE CLUB							
705-938-SCIENCE CLUB Sub Total:	0.00	0.00	\$0.00	-\$232.00	\$232.00	\$0.00	232.00
Control Group: 705-940-SIGN LANGUAGE CLUB							
705-940-SIGN LANGUAGE CLUB Sub Total:	0.00	0.00	\$0.00	-\$179.54	\$179.54	\$0.00	179.54
Control Group: 705-942-SPANISH CLUB							
705-942-SPANISH CLUB Sub Total:	0.00	0.00	\$0.00	-\$1.58	\$1.58	\$0.00	1.58
Control Group: 705-943-SPANISH NATIONAL HONOR SOCIETY							
705-943-SPANISH NATIONAL HONOR SOCIETY Sub Total:	0.00	0.00	\$0.00	-\$858.02	\$858.02	\$0.00	858.02
Control Group: 705-944-SPED TRANSITION							
705-944-SPED TRANSITION Sub Total:	0.00	0.00	-\$665.87	-\$10,202.07	\$10,202.07	\$6,134.00	4,068.07
Control Group: 705-945-STILLWATER MAKES A CHANGE							
705-945-STILLWATER MAKES A CHANGE Sub Total:	0.00	0.00	-\$545.42	-\$56,144.01	\$56,144.01	\$52,093.00	4,051.01
Control Group: 705-946-STUDENT COUNCIL							
705-946-STUDENT COUNCIL Sub Total:	0.00	0.00	\$44.20	-\$15,259.71	\$15,259.71	\$5,735.25	9,524.46
Control Group: 705-947-TECHNOLOGY STUDENT ASSOCIATION							
705-947-TECHNOLOGY STUDENT ASSOCIATION Sub Total:	0.00	0.00	-\$550.00	-\$762.00	\$762.00	\$730.00	32.00

Stillwater School District 16

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Account	FTE	Budget Amt	Range Trans	YTD Trans	Balance	Encumbrance	Budget Bal.
Control Group: 705-948-THEATRE PERFORMANCE							
705-948-THEATRE PERFORMANCE Sub Total:	0.00	\$1,661.54	-\$63,551.60	\$63,551.60	\$11,887.08	51,664.52	
Control Group: 705-949-VOCAL MUSIC							
705-949-VOCAL MUSIC Sub Total:	0.00	\$3,601.74	-\$28,335.33	\$28,335.33	\$6,272.00	22,063.33	
Control Group: 705-951-YEARBOOK							
705-951-YEARBOOK Sub Total:	0.00	\$0.00	-\$23,323.75	\$23,323.75	\$6,371.25	16,952.50	
Control Group: 705-952-YOUNG DEMOCRATS CLUB							
705-952-YOUNG DEMOCRATS CLUB Sub Total:	0.00	\$0.00	-\$270.22	\$270.22	\$0.00	270.22	
Control Group: 705-953-YOUTH & GOV'T							
705-953-YOUTH & GOV'T Sub Total:	0.00	\$0.00	-\$534.49	\$534.49	\$0.00	534.49	
Control Group: 705-960-SOPHOMORE CLASS							
705-960-SOPHOMORE CLASS Sub Total:	0.00	\$0.00	-\$2,123.09	\$2,123.09	\$0.00	2,123.09	
Control Group: 705-961-JUNIOR CLASS							
705-961-JUNIOR CLASS Sub Total:	0.00	-\$14,092.42	-\$23,415.37	\$23,415.37	\$5,705.50	17,709.87	
Control Group: 705-962-SENIOR CLASS							
705-962-SENIOR CLASS Sub Total:	0.00	\$7.49	-\$7,499.35	\$7,499.35	\$2,960.00	4,539.35	
Control Group: 705-964-ESPORTS CLUB							
705-964-ESPORTS CLUB Sub Total:	0.00	\$0.00	-\$773.84	\$773.84	\$0.00	773.84	
Control Group: 705-965-GSA							
705-965-GSA Sub Total:	0.00	-\$85.00	-\$381.53	\$381.53	\$270.00	111.53	
Control Group: 705-970-ALL SPORTS							
705-970-ALL SPORTS Sub Total:	0.00	\$14,343.56	-\$202,073.70	\$202,073.70	\$41,407.13	160,666.57	
Control Group: 705-971-STADIUM CONCESSIONS							

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Account	FTE	Budget Amt	Range Trans	YTD Trans	Balance	Encumbrance	Budget Bal.
705-971-STADIUM CONCESSIONS Sub Total:	0.00	\$0.00	\$0.00	-\$43,765.71	\$43,765.71	\$825.50	42,940.21
Control Group: 705-972-STATE PLAYOFFS							
705-972-STATE PLAYOFFS Sub Total:	0.00	\$566.00	-\$19,400.50	\$19,400.50	\$7,422.00	11,978.50	
Control Group: 705-973-BASEBALL							
705-973-BASEBALL Sub Total:	0.00	\$0.00	-\$0.26	\$0.26	\$0.00	0.26	
Control Group: 705-974-BASKETBALL BOYS							
705-974-BASKETBALL BOYS Sub Total:	0.00	\$0.00	-\$1,129.00	\$1,129.00	\$0.00	1,129.00	
Control Group: 705-975-BASKETBALL GIRLS							
705-975-BASKETBALL GIRLS Sub Total:	0.00	\$0.00	-\$123.55	\$123.55	\$0.00	123.55	
Control Group: 705-976-CHEERLEADERS							
705-976-CHEERLEADERS Sub Total:	0.00	\$500.00	-\$297.02	\$297.02	\$0.00	297.02	
Control Group: 705-977-CROSS COUNTRY							
705-977-CROSS COUNTRY Sub Total:	0.00	\$0.00	-\$7,629.99	\$7,629.99	\$0.00	7,629.99	
Control Group: 705-978-FOOTBALL							
705-978-FOOTBALL Sub Total:	0.00	\$0.00	-\$12,682.23	\$12,682.23	\$7,070.00	5,612.23	
Control Group: 705-979-GOLF BOYS							
705-979-GOLF BOYS Sub Total:	0.00	\$0.00	-\$225.91	\$225.91	\$0.00	225.91	
Control Group: 705-980-GOLF GIRLS							
705-980-GOLF GIRLS Sub Total:	0.00	\$0.00	-\$1,564.27	\$1,564.27	\$0.00	1,564.27	
Control Group: 705-981-POM							
705-981-POM Sub Total:	0.00	\$0.00	-\$251.18	\$251.18	\$251.18	0.00	
Control Group: 705-982-SOCCOER BOYS							
705-982-SOCCOER BOYS Sub Total:	0.00	\$0.00	-\$7.70	\$7.70	\$0.00	7.70	

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Account	FTE	Budget Amt	Range Trans	YTD Trans	Balance	Encumbrance	Budget Bal.
Control Group: 705-983-SOCCER GIRLS							
705-983-SOCCER GIRLS Sub Total:		0.00	\$0.00	-\$433.13	\$433.13	\$0.00	433.13
Control Group: 705-984-SWIMMING							
705-984-SWIMMING Sub Total:		0.00	\$0.00	-\$1,854.60	\$1,854.60	\$280.00	1,574.60
Control Group: 705-985-TENNIS BOYS							
705-985-TENNIS BOYS Sub Total:		0.00	\$0.00	-\$1,875.78	\$1,875.78	\$0.00	1,875.78
Control Group: 705-986-TENNIS GIRLS							
705-986-TENNIS GIRLS Sub Total:		0.00	\$0.00	-\$2,085.00	\$2,085.00	\$0.00	2,085.00
Control Group: 705-987-TRACK BOYS							
705-987-TRACK BOYS Sub Total:		0.00	\$0.00	-\$2,673.00	\$2,673.00	\$0.00	2,673.00
Control Group: 705-988-TRACK GIRLS							
705-988-TRACK GIRLS Sub Total:		0.00	\$0.00	-\$2,768.00	\$2,768.00	\$0.00	2,768.00
Control Group: 705-989-VOLLEYBALL							
705-989-VOLLEYBALL Sub Total:		0.00	\$0.00	-\$516.50	\$516.50	\$0.00	516.50
Control Group: 705-990-WRESTLING							
705-990-WRESTLING Sub Total:		0.00	\$0.00	-\$119.10	\$119.10	\$0.00	119.10
Control Group: 705-991-SOFTBALL							
705-991-SOFTBALL Sub Total:		0.00	\$0.00	-\$163.30	\$163.30	\$0.00	163.30
Control Group: 705-995-PIONEER PLAY DAY							
705-995-PIONEER PLAY DAY Sub Total:		0.00	\$0.00	-\$134,328.00	\$134,328.00	\$0.00	134,328.00
Control Group: 705-996-L ALFRED GOLF SCHOLARSHIP							
705-996-L ALFRED GOLF SCHOLARSHIP Sub Total:		0.00	\$0.00	-\$22,500.00	\$22,500.00	\$0.00	22,500.00
Control Group: 705-997-W WELCH WRESTLING SCHOLARSHIP							

Stillwater School District 16

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Account	FTE	Budget Amt	Range Trans	YTD Trans	Balance	Encumbrance	Budget Bal.
705-997-W WELCH WRESTLING SCHOLARSHIP Sub Total:		0.00	\$0.00	-\$2,645.00	\$2,645.00	\$0.00	2,645.00
Control Group: 705-998-RAYMOND ESTES SCHOLARSHIP							
705-998-RAYMOND ESTES SCHOLARSHIP Sub Total:		0.00	\$0.00	-\$5,895.60	\$5,895.60	\$0.00	5,895.60
Control Group: 705-999-MATT FOSTER MEMORIAL							
705-999-MATT FOSTER MEMORIAL Sub Total:		0.00	\$0.00	-\$830.00	\$830.00	\$0.00	830.00
Control Group: 715-807-SPECIAL EVENTS							
715-807-SPECIAL EVENTS Sub Total:		0.00	\$100.50	-\$17,973.27	\$17,973.27	\$870.75	17,102.52

End of Report



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Michael Arnold, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4D
Activity Account Fundraising Projects

BOARD ACTION REQUESTED:
Motion to Approve the Activity Account Fundraising Projects as Presented

BACKGROUND INFORMATION:
The attached list indicates the status and results of current fundraisers approved by the Board of Education.

FUNDRAISING PROJECTS

--None for May 2024



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Michael Arnold, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4E

Encumbrances and Accounts Payable

BOARD ACTION REQUESTED:

Consider and Vote to approve Encumbrance Clerk's report as of April 30, 2024

BACKGROUND INFORMATION:

This monthly report is highlighting activity thru April 30, 2024.

Stillwater School District 16

PO Board Report Fund Totals

Fiscal Year: 2023-2024

From Date: 4/10/2024 12:00:00 AM To Date: 5/14/2024 12:00:00 AM Threshold 1

Fund	Description	Amount
11	GENERAL FUND	189,932.09
22	CHILD NUTRITION PROGRAMS FUND	113,304.49
31	BOND FUND (2017)	557,395.88
32	BOND FUND (2023)	2,209,000.00
41	SINKING FUND	11,833,538.75
	Total Amount	14,903,171.21
	End of Report	

Stillwater School District 16

PO Board Report Over Threshold

Fiscal Year: 2023-2024

From Date: 4/10/2024 12:00:00 AM To Date: 5/14/2024 12:00:00 AM Threshold 1

PO Number	Vendor	Description	For	Amount
20240158	MAIN AUTOMOTIVE SUPPLY	MAY CHANGE ORDER INCREASE FUNDS FROM \$15,000.00 TO \$25,000.00 @ 5/14/24	11-GENERAL	25,000.00
20240166	STILLWATER TAG AGENCY	MAY CHANGE ORDER INCREASE FUNDS FROM \$1600.00 TO \$2100.00 @ 5/14/24	11-GENERAL	2,100.00
20240167	DIAMOND ENERGY LLC	MAY CHANGE ORDER INCREASE FUNDS FROM \$2400.00 TO \$3400.00 @ 5/14/24	11-GENERAL	3,400.00
20240200	EWING ELECTRIC MOTORS	MAY CHANGE ORDER INCREASE FUNDS FROM \$9087.09 TO \$19087.09 @ 5/14/24	31- BOND FUND	19,087.09
20240211	STILLWATER BUILDING CENTER	MAY CHANGE ORDER INCREASE FUNDS FROM \$1325.24 TO \$3325.24 @ 5/14/24	31- BOND FUND	3,325.24
20240229	RONALD W. THOMAS	MAY CHANGE ORDER INCREASE FUNDS FROM \$1688.75 TO \$2688.75 @ 5/14/24	31- BOND FUND	2,688.75
20240239	OTIS ELEVATOR COMPANY	MAY CHANGE ORDER INCREASE FUNDS FROM \$1850.00 TO \$9187.16 @ 5/14/24	31- BOND FUND	9,187.16
20240269	UNIFIRST CORPORATION	MAY CHANGE ORDER INCREASE FUNDS FROM \$732.51 TO \$5552.51 @ 5/14/24	11-GENERAL	5,552.51
20240356	ATKINS, FRANCIS	MAY CHANGE ORDER INCREASE FUNDS FROM \$200.00 TO \$688.44 @ 5/14/24	11-GENERAL	688.44
20240803	AMERICAN ROOFING & CONSTRUCTION, LLC	MAY CHANGE ORDER INCREASE FUNDS FROM \$2,135,000.00 TO \$24,000.00 @ 5/14/24 JR HIGH ROOF PROJECT	32-BOND	2,159,000.00
20241024	MOBILE COMMUNICATIONS AMERICA, INC	RADIOS	11-GENERAL	392.75
20241025	B & C BUSINESS PRODUCTS	TONER	11-GENERAL	207.99
20241026	SHERWIN-WILLIAMS CO.	PAINT	11-GENERAL	48.19
20241027	NATE&TMS TREE SERVICE, LLC	MULCH	11-GENERAL	725.00
20241028	KELLOGG & SOVEREIGN CONSULTING	E-RATE SERVICE	31-BOND	850.00
20241029	L & W SUPPLY CORPORATION	CEILING TILES	31-BOND	1,648.90
20241030	B&H FOTO & ELECTRONICS CORP	TECH SUPPLIES	31-BOND	871.76
20241031	PRECISION SIDEWALKS LLC	CONCRETE REPAIR	31-BOND	687.50
20241032	KELCO PLUMBING	PLUMBING REPAIRS	31-BOND	400.00

Stillwater School District 16

PO Board Report Over Threshold

Fiscal Year: 2023-2024

From Date: 4/10/2024 12:00:00 AM To Date: 5/14/2024 12:00:00 AM Threshold 1

PO Number	Vendor	Description	For	Amount
20241033	SCHOOL FIX CATALOG	CAFETERIA TABLE REPAIRS	31-BOND	241.80
20241034	PRECISION DYNAMICS CORPORATION	VISITOR BADGES	11-GENERAL	2,017.60
20241035	ULINE	WAREHOUSE SUPPLIES	31-BOND	2,046.00
20241036	Atrium Finance II LP	CCOSA HOTEL	11-GENERAL	677.92
20241037	AMUNDSEN COMMERCIAL KITCHENS INC	MIDDLE SCHOOL SERVING COUNTERS	22-CHILD NUTRITION	99,405.58
20241038	Amelia Stephenson	REFUND LUNCH ACCT	22-CHILD NUTRITION	52.60
20241039	TRAFERA HOLDINGS, LLC	FLAT PANEL SCREEN	31-BOND	3,507.00
20241040	GARRETT GILL	CABLE	31-BOND	300.00
20241041	MORRISON, AMANDA C	CONFERENCE PER DIEM	11-GENERAL	300.00
20241042	Amazon Capital Services	FACS CLASSROOM SUPPLEIS	11-GENERAL	65.98
20241043	CAROLINA BIOLOGICAL SUPPLY	SCIENCE CURRICULUM	31-BOND	5,873.67
20241044	THYSSENKRUPP ELEVATOR CORP.	EMERGENCY ELEVATOR REPAIR	11-GENERAL	10,611.00
20241045	HAC INCORPORATED	MAY FOOD LAB	11-GENERAL	68.52
20241046	LEXIA LEANING SYSTEMS LLC	CURRICULUM MATERIALS	11-GENERAL	8,485.00
20241047	STILLWATER STEEL & SUPPLY, LLC	AG SHOP SUPPLIES	11-GENERAL	3,903.73
20241048	AMERICAN PLANT PRODUCTS & SERVICES, INC	AG FARM MATERIAL	11-GENERAL	1,879.96
20241049	DIDAX INC.	MATH CURRICULUM MATERIALS	31-GENERAL	69,500.00
20241051	OSSBA	TRAINING	11-GENERAL	450.00
20241052	DREAMSEATS, LLC	NEW FIELD HOUSE COURTSIDE CHAIRS	31-BOND	16,140.00
20241053	OAPT	BUS DRIVER TRAINING	11-GENERAL	100.00
20241054	KINNUNEN SALES & RENTALS	GROUNDS EQUIPMENT REPLACEMENT	31-BOND	16,084.96
20241055	P & K EQUIPMENT, INC	MOWERS	31-BOND	15,304.38
20241056	OMECORP, LLC	MAIL MACHINE SUPPLIES	11-GENERAL	258.00
20241057	CRYSTAL CREEK, LLC	ASBESTOS ABATEMENT	31-BOND	6,800.00

Stillwater School District 16

PO Board Report Over Threshold

Fiscal Year: 2023-2024

From Date: 4/10/2024 12:00:00 AM To Date: 5/14/2024 12:00:00 AM Threshold 1

PO Number	Vendor	Description	For	Amount
20241058	HAMMOND FIRE SYSTEMS, LLC	FIRE SYSTEM REPAIRS	31-BOND	14,770.00
20241059	OKACTE/STEM	REGISTRATION	11-GENERAL	50.00
20241060	WALMART LOCAL	SUPPLIES	11-GENERAL	1,000.00
20241061	CHRISTOPHER TIDLAND	GOLF HATS	11-GENERAL	1,000.00
20241062	WALMART LOCAL	SCIENCE KIT SUPPLIES	11-GENERAL	300.00
20241063	CAROLINA BIOLOGICAL SUPPLY	SCIENCE CURRICULUM	11-GENERAL	48.70
20241068	WILSON LANGUAGE TRAINING	STUDENT CONSUMABLES	11-GENERAL	7,171.20
20241069	WILSON LANGUAGE TRAINING	STUDENT CONSUMABLES	11-GENERAL	5,378.40
20241070	WILSON LANGUAGE TRAINING	STUDENT CONSUMABLES	11-GENERAL	6,901.20
20241071	WILSON LANGUAGE TRAINING	STUDENT CONSUMABLES	11-GENERAL	3,888.00
20241072	WILSON LANGUAGE TRAINING	STUDENT CONSUMABLES	11-GENERAL	8,964.00
20241073	WILSON LANGUAGE TRAINING	STUDENT CONSUMABLES	11-GENERAL	7,171.20
20241074	WILSON LANGUAGE TRAINING	CURSIVE WRITING KITS	11-GENERAL	1,366.20
20241075	MPOWER, INC.	TRANSITION SERVICES	11-GENERAL	1,000.00
20241076	GOSSNER FOODS INC	FOOD SERVICE	22-CHILD NUTRITION	13,377.65
20241077	505 ARCHITECTS LLC	SERVICE ORDER	31-BOND	6,750.00
20241078	505 ARCHITECTS LLC	SERVICE ORDER	32-BOND	50,000.00
20241079	505 ARCHITECTS LLC	SERVICE ORDER	31-BOND	72,000.00
20241080	TRAFERA HOLDINGS, LLC	CHROMEBOOKS	11-GENERAL	992.34
20241081	TRAFERA HOLDINGS, LLC	MONITORS	31-BOND	2,311.69
20241082	NATHAN D LENCH	TERMITE CONTROL	31-BOND	1,500.00
20241083	ORION SECURITY SOLUTIONS	EMPLOYEE TRAINING	11-GENERAL	1,250.00
20241084	ORION SECURITY SOLUTIONS	EMPLOYEE TRAINING	11-GENERAL	1,250.00
20241085	SANTELLI, CARLE N	MILEAGE REIMBURSEMENT	11-GENERAL	500.00

Stillwater School District 16

PO Board Report Over Threshold

Fiscal Year: 2023-2024

From Date: 4/10/2024 12:00:00 AM To Date: 5/14/2024 12:00:00 AM Threshold 1

PO Number	Vendor	Description	For	Amount
20241086	Amazon Capital Services	BARCODE SCANNER	31-GENERAL	108.00
20241087	Amazon Capital Services	AVIATION SUPPLIES	11-GENERAL	2,600.00
20241088	WALMART LOCAL	AVIATION SUPPLIES	11-GENERAL	500.00
20241089	DOWNING&TMS CARPETSPLUS COLORTILE	CARPET SQUARES	31-GENERAL	13,134.00
20241090	ALTIRAS CHEMICALS LLC	HAND SANITIZER RECYCLING	11-GENERAL	8,575.00
20241091	AUTOMATION INTEGRATED, LLC	WR REPAIRS	31-BOND	35,000.00
20241092	AUTOMATION INTEGRATED, LLC	SKYLINE REPAIRS	31-BOND	22,000.00
20241093	AUTOMATION INTEGRATED, LLC	WW HUMIDITY REPAIRS	31-BOND	28,865.00
20241094	AUTOMATION INTEGRATED, LLC	CONTROLS UPGRATE	31-BOND	66,972.00
20241095	DON EVANS LEGAL WINDOW TINT	WR WINDOW TINT	31-BOND	699.00
20241096	STILLWATER STEEL & WELDING	TILT TRAILER REPAIRS	31-BOND	1,500.00
20241097	OKLAHOMA SCHOOL PLANT MGMT. ASSC.	REGISTRATION	11-GENERAL	200.00
20241098	ULINE	STRETCH RAMP MACHINE	31-BOND	10,540.00
20241099	PROVANTAGE SUPERSTORE	TECH SUPPLIES	31-BOND	7,568.85
20241100	Amazon Capital Services	TRANSITION PROGRAM	11-GENERAL	350.00
20241101	OSSBA	REGISTRATION	11-GENERAL	60.00
20241102	CDW GOVERNMENT	BUSINESS OFFICE PRINTER	11-GENERAL	541.78
20241103	Bryant, Barbara Lynn	REIMBURSE CDL	11-GENERAL	25.00
20241104	GREAT MINDS PBC	ELEM CURRICULUM	11-GENERAL	4,875.58
20241105	GREAT MINDS PBC	ELEM CURRICULUM	11-GENERAL	4,062.98
20241106	GREAT MINDS PBC	ELEM CURRICULUM	11-GENERAL	6,094.47
20241107	GREAT MINDS PBC	ELEMENTARY CURRICULUM	11-GENERAL	4,875.58
20241108	CAROLINA BIOLOGICAL SUPPLY	SCIENCE CURRICULUM	11-GENERAL	442.31

Stillwater School District 16

PO Board Report Over Threshold

Fiscal Year: 2023-2024

From Date: 4/10/2024 12:00:00 AM To Date: 5/14/2024 12:00:00 AM Threshold 1

PO Number	Vendor	Description	For	Amount
20241109	SPORTY'S	AVIATION SUPPLIES	11-GENERAL	300.00
20241110	PROVANTAGE SUPERSTORE	SECURITY CAMERAS	31-BOND	1,980.00
20241111	INTERWORKS, INC.	LAPTOP	31-GENERAL	1,022.41
20241112	CMC NEPTUNE LLC	GAMEDAY MUSIC	11-GENERAL	3,375.00
20241113	WALMART LOCAL	CAREER TECH SUPPLIES	11-GENERAL	600.00
20241114	BUSINESS PROFESSIONALS OF AMERICA	BPA REGISTRATION	11-GENERAL	500.00
20241115	MURPHY'S DEPT STORE	CULINARY SUPPLIES	11-GENERAL	750.00
20241116	NASCO EDUCATION	SCISSORS	11-GENERAL	404.40
20241117	B & C BUSINESS PRODUCTS	TONER CARTRIDGES	11-GENERAL	169.90
20241118	JAMESON, VICKI E	PER DIEM	11-GENERAL	90.00
20241119	HUNT, WILLIAM L	PER DIEM	11-GENERAL	90.00
20241120	OAPT	REGISTRATION	11-GENERAL	150.00
20241121	PARSEL, MATTHEW	MEAL PER DIEM	11-GENERAL	90.00
20241122	Amazon Capital Services	LIBRARY BOOKS	11-GENERAL	512.45
20241123	VARSITY SPIRIT	JH CHEER UNIFORMS	11-GENERAL	4,189.50
20241124	PROVANTAGE SUPERSTORE	TECH MATERIALS	31-BOND	700.31
20241125	GARRETT GILL	TECH SUPPLIES	31-BOND	970.00
20241126	MORRISON, AMANDA C	TRAVEL REIMBURSEMENT	11-GENERAL	300.00
20241127	WILSON CHEVROLET	REPAIRS	11-GENERAL	2,000.00
20241128	MOORE, BRANDI DAYLE	REIMBURSE CDL	11-GENERAL	96.50
20241129	Courtney Lozier	ACCT REFUND	22-CHILD NUTRITION	15.70
20241130	CHRIS' UNIVERSITY SPIRIT	AVIATION STUDENTS	11-GENERAL	1,200.00
20241131	GRIMSLEY'S INC.	PALLET WRAP	22-CHILD NUTRITION	327.96
20241132	BELCO ATHLETIC LAUNDRY EQUIPMENT CO, INC	COMMERCIAL WASHER/DRYER FOR HS ATHLETICS	31-BOND	20,250.00

Stillwater School District 16

PO Board Report Over Threshold

Fiscal Year: 2023-2024

From Date: 4/10/2024 To Date: 5/14/2024 Threshold 1
 12:00:00 AM 12:00:00 AM

PO Number	Vendor	Description	For	Amount
20241133	Amazon Capital Services	TECH SUPPLIES	31-BOND	130.97
20241134	KELCO PLUMBING	EMERGENCY PLUMBING REPAIRS	31-BOND	200.00
20241135	WALMART LOCAL	PC YOUTH SERVICES SUPPLIES	11-GENERAL	874.78
20241136	FS.COM, INC	TECH SUPPLIES	31-BOND	1,144.80
20241137	B&H FOTO & ELECTRONICS CORP	PHOTO EQUIPMENT & SUPPLIES	11-GENERAL	13,168.76
20241138	ELLINGTON, KENNETH L	PER DIEM FOR TRAINING	11-GENERAL	130.00
20241139	WILSON, CHANCE JW	PER DIEM FOR TRAINING	11-GENERAL	130.00
20241140	DARR EQUIPMENT, LP	FORKLIFT	31-BOND	41,604.72
20241141	BANK OF OKLAHOMA, N.A.	BOND PAYMENT PAYNECNTS15A	41-SINKING FUND	316,300.00
20241142	POWERHOUSE TRUCKBEDS & TRAILERS	UTILITY TRAILER GATE	31-BOND	1,260.00
20241143	Amazon Capital Services	TECH SUPPLIES	31-BOND	476.62
20241144	HIL OKC, LLC	CONFERENCE HOTEL	11-GENERAL	140.00
20241145	HARRELL'S LLC	FACILITIES SUPPLIES	11-GENERAL	769.00
20241146	PHIBBS, VANA N	MILEAGE FOR 504 COORDINATOR	11-GENERAL	1,000.00
20241147	BANK OF OKLAHOMA, N.A.	JUNE 2024 BOND PAYMENTS	41-SINKING FUND	11,517,238.75
20241148	YMCA/GREATER OKLAHOMA CITY-STILLWATER BR	POOL RENTAL/SWIM TEAM	11-GENERAL	1,935.00
20241149	B & C BUSINESS PRODUCTS	NON-PUBLIC/PRIVATE SCHOOL RESOURCES PER TITLE PROGRAM	11-GENERAL	138.50
20241150	LEXIA LEANING SYSTEMS LLC	CURRICULUM FOR TITLE - NON-PUBLIC/PRIVATE	11-GENERAL	750.00
20241151	OSSBA	TITLE IX TRAINING	11-GENERAL	100.00
20241152	B & C BUSINESS PRODUCTS	OFFICE FURNITURE	31-BOND	6,730.44
20241153	RISE VISION	TECH CONTRACT	31-BOND	138.00
20241154	LOWE'S™ HOME IMPROVEMENT CENTER	STORAGE SUPPLIES	11-GENERAL	1,608.40
20241155	JEREMY HOOTEN	BOARD MEETING SECURITY	11-GENERAL	300.00

Stillwater School District 16

PO Board Report Over Threshold

Fiscal Year: 2023-2024

From Date: 4/10/2024 12:00:00 AM To Date: 5/14/2024 12:00:00 AM Threshold 1

PO Number	Vendor	Description	For	Amount
20241156	ULINE	FLOOR SCRAPER	11-GENERAL	1,171.00
20241157	PALEN MUSIC CENTER, LLC	BAND INSTRUMENTS	31-BOND	19,434.70
20241158	PHONAK, INC.	SPED SUPPLIES	11-GENERAL	5,143.37
20241159	OKLAHOMA STATE DEPARTMENT OF HEALTH	FOOD LICENSE	22-CHILD NUTRITION	125.00
20241160	HEWLETT PACKARD ENTERPRISE COMPANY	CHROMEBOOK	31-BOND	2,186.26
20241161	BLUESNAP INC	TECH SUPPLIES	31-BOND	292.90
			Total POs: 143	Total Amount 14,903,171.21

End of Report



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Michael Arnold, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4F
Change Orders

BOARD ACTION REQUESTED:
Consider and Vote to approve Change Orders as of April 30, 2024

BACKGROUND INFORMATION:
This monthly report is highlighting changes to existing Purchase Orders thru April 30, 2024.

Stillwater School District 16

PO Board Report Over Threshold

Fiscal Year: 2023-2024

PO Number	Vendor	Description	For	Amount
20240158	MAIN AUTOMOTIVE SUPPLY	MAY CHANGE ORDER INCREASE FUNDS FROM \$15,000.00 TO \$25,000.00 @ 5/14/24	11-GENERAL	25,000.00
20240166	STILLWATER TAG AGENCY	MAY CHANGE ORDER INCREASE FUNDS FROM \$1600.00 TO \$2100.00 @ 5/14/24	11-GENERAL	2,100.00
20240167	DIAMOND ENERGY LLC	MAY CHANGE ORDER INCREASE FUNDS FROM \$2400.00 TO \$3400.00 @ 5/14/24	11-GENERAL	3,400.00
20240200	EWING ELECTRIC MOTORS	MAY CHANGE ORDER INCREASE FUNDS FROM \$9087.09 TO \$19087.09 @ 5/14/24	31- BOND FUND	19,087.09
20240211	STILLWATER BUILDING CENTER	MAY CHANGE ORDER INCREASE FUNDS FROM \$1325.24 TO \$3325.24 @ 5/14/24	31- BOND FUND	3,325.24
20240229	RONALD W. THOMAS	MAY CHANGE ORDER INCREASE FUNDS FROM \$1688.75 TO \$2688.75 @ 5/14/24	31- BOND FUND	2,688.75
20240239	OTIS ELEVATOR COMPANY	MAY CHANGE ORDER INCREASE FUNDS FROM \$1850.00 TO \$9187.16 @ 5/14/24	31- BOND FUND	9,187.16
20240269	UNIFIRST CORPORATION	MAY CHANGE ORDER INCREASE FUNDS FROM \$732.51 TO \$5552.51 @ 5/14/24	11-GENERAL	5,552.51
20240356	ATKINS, FRANCIS	MAY CHANGE ORDER INCREASE FUNDS FROM \$200.00 TO \$688.44 @ 5/14/24	11-GENERAL	688.44
20240803	AMERICAN ROOFING & CONSTRUCTION, LLC	MAY CHANGE ORDER INCREASE FUNDS FROM \$2,135,000.00 TO \$24,000.00 @ 5/14/24 JR HIGH ROOF PROJECT	32-BOND	2,159,000.00



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mike Arnold, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4G
FY 2024-2025 Temporary Appropriations for General Fund, Building Fund, and Child Nutrition Fund

BOARD ACTION REQUESTED:
Motion to Approve FY 2024-2025 Temporary Appropriations for General Fund, Building Fund, and Child Nutrition Fund as listed.

BACKGROUND INFORMATION:
The approval of the temporary appropriations for the General Fund, Building Fund, and Child Nutrition Fund by the Board of Education and the Payne County Excise Board allows the school district to legally begin the expenditure of estimated funds at the beginning of the new fiscal year, July 1, 2024.

Following approval by the Board of Education, the appropriation is submitted to the County Excise Board for their approval.

APPLICATION FOR TEMPORARY APPROPRIATIONS

WHEREAS: The needs of the Board of Education of Stillwater Public Schools, No. I-016 of Payne County, require the immediate approval of temporary appropriations for the fiscal year 2024-25:

NOW, THEREFORE, BE IT RESOLVED, that the County Excise Board of Payne County be requested to approve temporary appropriations to the extent of and not to exceed one hundred percent (100%) of the total estimated funds available to said Board as follows:

REQUESTED APPROPRIATIONS

General Fund	
Current Expense	<u>\$ 54,493,808.00</u>
Building Fund	
Current Expense	<u>\$ 4,165,518.00</u>
Child Nutrition Fund	
Current Expense	<u>\$ 4,546,361.00</u>

APPROVED AND ADOPTED this 14th day of May, 2024.

THE BOARD OF EDUCATION
Stillwater Public Schools I-016
(Name of School District) (District No.)

ATTEST: PAYNE COUNTY, OKLAHOMA

Clerk

President

APPROVED by the Payne County Excise Board this _____ day of _____, 2024.

THE COUNTY EXCISE BOARD
PAYNE COUNTY, OKLAHOMA

ATTEST:

County Clerk

Chairman

Member

Member



STILLWATER PUBLIC SCHOOLS

STILLWATER BOARD OF EDUCATION

PREPARED BY: Uwe Gordon, Superintendent
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4H

Appointments and Bond Authorization for Tawni Hooten to Serve as Minutes Clerk for Fiscal Year 2023-2024:

BOARD ACTION REQUESTED:

Motion approving Tawni Hooten a Minutes Clerk and Authorize Bonding for the 2023-2024 Fiscal Year

BACKGROUND INFORMATION

Oklahoma State Statute requires the Board of Education to designate individuals to serve as Minutes Clerk with appropriate bonding for each school year.

Reference: 70 O.S. §5-114, §5-119, §5-122



STILLWATER PUBLIC SCHOOLS

OUT-OF-STATE TRAVEL APPLICATION

Instructions: The sponsor requesting out-of-state travel should complete this application in full one month in advance of the trip. A complete itinerary along with any other pertinent information should accompany this application. The sponsor should also have full knowledge that this application must have administrative and Board of Education approval before travel may commence.

The following criteria will be used in approving out-of-state travel:

1. Funding availability
2. Time and effort required to raise funds
3. Benefit of the program
4. Success at state contests
5. School time to be missed
6. Other reasons for justification of trip, i.e. lack of state competition, etc.

All travel must comply with Policy CN of the Stillwater Public Schools Policies and Procedures manual regarding out-of-state field trips.

Application Date:	Building: SHS	Sponsor Name: Karie Linsenmeyer	Organization Requesting Travel: High School Softball
Date(s) of Travel: 8/22/2024 - 8/25/2024		Number of Students Traveling: 15	Destination: St. Joseph, MO
Purpose of Travel: List the purpose of the trip and how students will benefit from the travel. The purpose of the trip is to play fastpitch softball talent outside the state of OK. Lady Pioneer Softball has been asked to participate in this event due to outstanding reputation as a elite softball program representing our state. The student-athletes will benefit by bonding as a team, development of leadership skills and embarking on new experiences.			
Method of Transportation (vehicles, drivers, bus companies, etc.): Stillwater Public Schools Activity Bus driven by Assistant Coach Angela Knott.			
Lodging (hotels, etc): Please provide name and address of hotels, etc. Quality Suites St. Joseph 917 N. Woodbine Rd. St. Joseph, MO. 64506			
Supervision: Give a list of people (school personnel or parents) who have committed to serve as sponsors for this trip.			
1. Karie Linsenmeyer	2. TBD	3.	
4. Angela Knott	5.	6.	
7. Chris Norris	8.	9.	
Organizational History: What recent (five years or fewer) trip(s) has this organization taken out-of-state? We traveled to the Kansas City area last year to compete in a similar event.			

OUT-OF-STATE TRAVEL APPLICATION FUNDING INFORMATION

Instructions: The table below should include total costs in all categories including the cost of fuel, driver that will be reimbursed to the district. Please provide an answer to all questions or information sought below the table. If not applicable, please indicate using N/A.

Sources of Funds

Projected Costs		General Fund	Activity Fund	Booster	Individual	Other
Ground Transportation / Gas	\$ 550.00			X		
Ground Transportation / Driver	\$ 350.00			X		
Ground Transportation / Other	\$ NA					
Air Transportation	\$ NA					
Lodging	\$ 2,340.00			X		
Food	\$ 1,280.00			X		
Registration	\$ 150.00		X			
Other – Explain	\$					

Are scholarships provided for students needing financial assistance? Yes No

If answer is yes, what is source of funding for scholarship? _____

If answer is no, provide reason. We plan to accommodate everyone through our Lady Pioneer Softball Booster Club

Sponsor: Before travel may occur, emergency release forms for each student must be on file along with a complete travel roster and itinerary in the Stillwater Public Schools Activities Office. Itineraries should also be provided to each parent before departure.

Karie Linsenmeyer
Sponsor Signature

4/5/24
Date

APPROVALS

[Signature]
Director of Athletics/Activities

Walter R. Howell
Building Principal

[Signature]
Director of Transportation

[Signature]
Superintendent

APRIL 5th '24
Date

04/15/2024
Date

4/11/24
Date

4.17.24
Date

**OUT-OF-STATE TRAVEL APPLICATION
TRIP ITINERARY**

Date:	Itinerary:
8/22/24	Leave front of HS at 1pm (4 hours and 46 minutes); arrive by 7pm.
8/23/24	Play 2 games at Missouri Western State University
8/24/24	Play 2 games at Missouri Western State University
8/25/24	Leave Hotel by 9am & return to Stillwater by 3pm



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4J

Consider and Vote to Approve Change Order Number 02 for Stillwater Public Schools High School Parking Lot Lights Improvement Project.

BOARD ACTION REQUESTED:

Vote to Approve Change Order Number 02 for Stillwater Public Schools High School Parking Lot Lights Improvement Project for the amount of (\$5,700.00).

BACKGROUND INFORMATION:

This proposal includes the following: the replacement of damaged sections of concrete.

The original contract sum was \$143,490.00

- Change Order 01 Board Approved July 25, 2023, in the amount of 12,760.00
- Contract Sum prior to the Change Order in the amount of \$156,250.00
- The contract sum will be decreased by this change order in the amount of (\$5,700.00)
- The new contract sum including this change order will be \$150,550.00

CONSTRUCTION CHANGE ORDER

PROJECT NAME	SPS High School Parking Lot Lights Improvement		
LOCATION OF WORK	1224 N. Husband, Stillwater, OK 74075		
PROJECT MANAGER	Rod Wohl	CLIENT	Stillwater Public Schools
REQUESTING PARTY	Stolhand-Wells Group (SWG)	DATE OF REQUEST	4/18/2024

CHANGE REQUEST OVERVIEW

DESCRIPTION OF CHANGES NEEDED	Concrete panels were damaged on the sidewalk at the stadium when upgrading the light fixtures.
REASON FOR CHANGE	SWG is responsible for the cost to replace the damaged sections of concrete.
SUPPORT & JUSTIFICATION DOCUMENTS	An assessment was completed after the damage occurred. See attached pictures for documentation of damage. See attached quote from Stites Construction for replacement cost.
SPECIFICATIONS	
ADDITIONAL INFORMATION	

CHANGE IN CONTRACT PRICE

ORIGINAL PRICE	\$143,490
NET CHANGES OF PREVIOUS CHANGE ORDERS	\$12,760
NET INCREASE / DECREASE	-\$5,700
TOTAL CONTRACT PRICE WITH APPROVED CHANGES	\$150,550

CHANGE IN CONTRACT TIMES

ORIGINAL TIMES	
NET CHANGES OF PREVIOUS CHANGE ORDERS IN DAYS	
NET INCREASE / DECREASE	
TOTAL CONTRACT TIME WITH APPROVED CHANGES	

ACCEPTED BY SIGNATURE	
NAME & TITLE	Rod D. Wohl, Electrical Manger
DATE	4/18/24

APPROVED BY SIGNATURE	
NAME & TITLE	Marshal Baker, Board President
DATE	

















STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4K

Consider and Vote to Approve Change Order Number 02 for SPS Richmond Elementary HVAC and Roof Improvements and SPS Junior High School HVAC and Roof Improvements projects.

BOARD ACTION REQUESTED:

Vote to Approve Change Order Number 02 for SPS Richmond Elementary HVAC and Roof Improvements and SPS Junior High School HVAC and Roof Improvements projects in the amount of \$54,778.18.

BACKGROUND INFORMATION:

This proposal includes adding additional outside CO2 sensors and fan controls to exhaust fans on both the Richmond Elementary School and Junior High School.

The original contract sum was \$3,720,700.00

- Change Order 01 Board Approved April 9, 2024, in the amount of \$4,068.86
- The contract sum will be increased by this change order in the amount of \$54,778.18
- The new contract sum including this change order will be \$3,779,547.04

The contract time will be unchanged.



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
SPS Richmond HVAC and Roof
Improvements
SPS JRHS HVAC and Roof Replacements
Stillwater, Oklahoma 74075

CONTRACT INFORMATION:
Contract For: General Construction

CHANGE ORDER INFORMATION:
Change Order Number: 02

Date: 3/18/2024

Date: 04/29/2024

OWNER: *(Name and address)*
Independent School District No. 16 of
Payne County Oklahoma
314 South Lewis Street
Stillwater, Oklahoma 74074

ARCHITECT: *(Name and address)*
505 Architects LLC

1631 South Delaware Avenue
Tulsa, Oklahoma 74104

CONTRACTOR: *(Name and address)*
American Roofing and Construction, LLC

735 N Union
Ponca City, Oklahoma 74601

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Add additional outside CO2 sensors and fan controls to exhaust fans on both the Richmond Elementary School and Junior High School.

Attachments:

PCO #2 Detail cost breakdown dated 4/29/24 for \$54,778.18.

The original Contract Sum was	\$ 3,720,700.00
The net change by previously authorized Change Orders	\$ 4,068.86
The Contract Sum prior to this Change Order was	\$ 3,724,768.86
The Contract Sum will be increased by this Change Order in the amount of	\$ 54,778.18
The new Contract Sum including this Change Order will be	\$ 3,779,547.04

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be 8/08/2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

505 Architects LLC

American Roofing and Construction, LLC

Independent School District No. 16 of
Payne County Oklahoma

ARCHITECT *(Firm name)*

CONTRACTOR *(Firm name)*

OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Brian Thomas, AIA, LEED AP;
Principal

Jeff Beets, Vice President

Dr. Marshall Baker, SPS Board President

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

05/14/2024

4/29/24

DATE

DATE

DATE

DATE



April 29, 2024

SPS Richmond and JRHS Roof & HVAC – Summer 2024 Project
c/o Jeff Thomas
1900 N. Skyline St.
Stillwater, OK 74075



RE: PCO #02 – CO2 Sensors and Exhaust Fan Controls

Per request, American Roofing is proposing the following change order for the SPS Richmond and JRHS Roof & HVAC Improvements. All necessary work will be coordinated with Stolhand-Wells Group and supervised by American Roofing and Construction:

- Adding Outside Air Monitoring Stations at Both Locations per Engineer on Returned Submittals
- Adding Controls to RTUs Not in Original Scope of Work per Engineer on Returned Submittals
- Adding Controls to All Exhaust Fans per Engineer on Returned Submittals

Includes (Details on Following Page):

- Materials & Freight Charges
- All Labor for Installation
- Supervision
- Overhead & Profit
- Bonding

Excludes:

- Sales Tax
- VFDs or Motor Starters
- Control Valves and Damper Actuators
- Cutting, Patching, or Painting
- SPS Network Equipment of Any Kind
- Work to Be Performed During Normal Business Hours (8am-5pm)
- Test and Balance
- Smoke Detectors (Test or Verify)

Item Description	Unit Cost	Quantity	Total Cost
Richmond Elementary Additions One Outside Air Monitoring Station Seven Automate RTUs Sixteen Exhaust Fan Controls	\$14,677.29	1	\$14,677.29
JRHS Additions One Outside Air Monitoring Station Twenty-Six Exhaust Fan Controls	\$32,201.82	1	\$32,201.82
American Roofing O&P	\$7,084.37	1	\$7,084.37
American Roofing Bonding (1.5%)	\$814.70	1	\$814.70

Total Proposed Cost:

\$54,778.18

If you have any questions, please contact me or our office staff at your convenience.

Respectfully Submitted,

Joe Vaden, Jr., Commercial Estimator
American Roofing & Construction, LLC

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PCO #02 – CO2 Sensors and Exhaust Fan Controls – Detailed Information

The pricing on the previous page includes the following materials and scope of work:

Richmond Elementary Additions

- One (1) – Outside Air Monitoring Station
 - Includes Temperature, Humidity, CO2, PM, VOC
 - Program the RTU DCV per the Returned Submittal Comments to Maintain 700ppm Differential
- Seven (7) – Automate RTUs
 - One (1) – Distech Controls ECY-303
 - BACnet/IP, RESTful Communication
 - New CAT-6 Communication Networking
 - Auto Commissioning Features
 - One (1) – Distech EC-SmartVue Zone Sensor
 - Communicating Room Temperature Sensor with Backlit Display and Graphical Menus. Setpoint Adjust, After Hours Override
 - Temperature, Humidity, CO2
 - New Thermostat Cable Installed (CAT-5e)
 - Two (2) – Duct Temperature Probes (Supply/Return Air)
 - One (1) – Current Sensor (Installed on the Main Power to Monitor Fan and Compressor Status)
 - 2-Stage Cool/2-Stage Heat Capabilities
 - Dehumidification/Hot Gass Bypass Control (If RTUs are Capable)
 - Economizer Control (If RTUs are Capable)
- Sixteen (16) – Exhaust Fan Controls
 - BACnet/MSTP Communicating Relay
 - Fan Status CT
 - Command Relay
 - Integration to BMCS

JRHS Additions

- One (1) – Outside Air Monitoring Station
 - Includes Temperature, Humidity, CO2, PM, VOC
 - Program the RTU DCV per the Returned Submittal Comments to Maintain 700ppm Differential
- Twenty-Six (26) – Exhaust Fan Controls
 - BACnet/MSTP Communicating Relay
 - Fan Status CT
 - Command Relay
 - Integration to BMCS



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4L

Consider and Vote to Approve Service Order No. 17 for SPS Bond 2023 High School Phase 1

BOARD ACTION REQUESTED:

Vote to Approve Service Order No. 17 for SPS Bond 2023 High School Phase 1

BACKGROUND INFORMATION:

The Architect will provide continued pre-planning professional services to assist the Owner with easement closure/vacations and lot split within the new High School Site.

AIA[®] Document B221[™] – 2018

Service Order for use with Master Agreement Between Owner and Architect

SERVICE ORDER number 17 made as of the fourteenth day of May in the year two thousand and twenty-four

BETWEEN the Owner:

(Name, legal status, address, and other information)

Independent School District No. 16 of Payne County, Oklahoma
314 South Lewis Street
Stillwater, Oklahoma 74074

and the Architect:

(Name, legal status, address, and other information)

505 Architects LLC
1631 South Delaware Avenue
Tulsa, Oklahoma 74104

for the following **PROJECT**:

(Name, location, and detailed description)

SPS Bond 2023 High School Phase 1
Easement closure/vacations and lot split within the new High School Site.

THE SERVICE AGREEMENT

This Service Order, together with the Master Agreement between Owner and Architect dated the

(Paragraphs deleted)

thirteenth day of April in the year two thousand and twenty-one form a Service Agreement.

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document provides the Architect's scope of services for the Service Order only and is intended to be used with AIA Document B121[™]–2018, Standard Form of Master Agreement Between Owner and Architect

Init.

TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 SERVICES UNDER THIS SERVICE ORDER
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 COMPENSATION
- 5 INSURANCE
- 6 PARTY REPRESENTATIVES
- 7 ATTACHMENTS AND EXHIBITS

ARTICLE 1 INITIAL INFORMATION

§ 1.1 Unless otherwise provided in an exhibit to this Service Order, this Service Order and the Service Agreement are based on the Initial Information set forth below:

1.1.1 At the new High School site easement closure/vacation for site utilities as required by the City of Stillwater and splitting of the existing lot to create a separate lot along the existing adjacent trail and flood zone.

1.1.2 Architect's Consultants for Basic and Additional Services include:
Civil Engineers: Gose & Associates, Stillwater OK

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

ARTICLE 2 SERVICES UNDER THIS SERVICE ORDER

§ 2.1 The Architect's Services under this Service Order are described below or in an exhibit to this Service Order, such as a Scope of Architect's Services document.

§ 2.1.1 Basic Services

(Paragraph deleted)

Phase 710 Easement Closure/Vacation and Lot Split:

Civil Engineering associated with easement closure/vacation for site utilities as required by the City of Stillwater and splitting of the existing lot to create a separate lot along the existing adjacent trail and flood zone. Civil Engineer will revise and submit Documents that are required by the City of Stillwater for easement closure/vacate for site utilities and a lot split. The scope of services includes responses and revisions to the plans for up to one (1) reasonable set of City comments, attendance at one (1) IRC meeting, and one (1) City Council Meeting.

§ 2.1.2 Additional Services

(Paragraph deleted)

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 Unless otherwise provided in an exhibit to this Service Order, the Owner's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

.1 Commencement of construction date:

July 2024

Init.

.2 Substantial Completion date:

June 2026

ARTICLE 4 COMPENSATION

§ 4.1 For Basic Services described under Section 2.1.1, the Owner shall compensate the Architect as follows:

(Paragraphs deleted)

Compensation for the following shall be a fixed fee compensation and will be billed monthly based on percentage of completion plus reimbursable expenses as follows:

(Paragraphs deleted)

Phase 710 Easement Closure/Vacation and Lot Split Fixed \$7,000.00 plus reimbursable expenses per Section 4.3

§ 4.2 For Additional Services described under Section 2.1.2 or in the Master Agreement, the Architect shall be compensated in accordance with the Master Agreement unless otherwise set forth below:

(Insert amount of, or basis for, compensation if other than as set forth in the Master Agreement. Where the basis of compensation is set forth in an exhibit to this Service Order, such as a Scope of Architect's Services document, list the exhibit below.)

The Architect shall endeavor to provide a fixed fee for Additional Services when a scope of services can be clearly defined. In all instances, the Architect shall notify the Owner in writing of the need for Additional Services. If a scope of Work cannot be clearly defined, upon written approval from the Owner the Architect shall perform the Work on an hourly basis until such a time as the scope of Work can be defined and a fixed fee can be established.

Hourly billing rates at the time of this Agreement are set forth as follows:

505 Architects LLC

Principal	\$200	Architect	\$185
Project Manager	\$195	Architectural Intern	\$140
Interior Designer	\$175	Administrative	\$90

Gose & Associates

Engineer 7-9	\$180 - \$190	CAD Tech	\$100-\$140
Engineer 1-4	\$135 - \$155	Administrative	\$50
Designer	\$145 - \$155		

§ 4.3 For Reimbursable Expenses described in the Master Agreement, the Architect shall be compensated in accordance with the Master Agreement unless otherwise set forth below:

(Insert amount of, or basis for, compensation if other than as set forth in the Master Agreement. Where the basis of compensation is set forth in an exhibit to this Service Order, such as a Scope of Architect's Services document, list the exhibit below.)

Reimbursable Expenses are estimated to not exceed \$2,000.00.

The Purchase Order should be written for an amount to include Basic Services, Additional Services, and an allowance for Reimbursable Expenses.

§ 4.4 When compensation identified in Section 4.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

ARTICLE 5 INSURANCE

§ 5.1 Insurance shall be in accordance with section 3.3 of the Master Agreement, except as indicated below:

Init.

(Insert any insurance requirements that differ from those stated in the Master Agreement, such as coverage types, coverage limits, and durations for professional liability or other coverages.)

(Table deleted)

(Paragraphs deleted)

ARTICLE 6 PARTY REPRESENTATIVES

§ 6.1 The Owner identifies the following representative in accordance with Section 1.4.1 of the Master Agreement:

Assistant Superintendent of Operations
Bo Gamble
Stillwater Public Schools
314 South Lewis Street
Stillwater, Oklahoma 74074

§ 6.2 The Architect identifies the following representative in accordance with Section 1.5.1 of the Master Agreement:

Brian Thomas, AIA, RID, LEED AP
Principal
505 Architects LLC
1631 South Delaware Avenue
Tulsa, Oklahoma 741014

ARTICLE 7 ATTACHMENTS AND EXHIBITS

§ 7.1 The following attachments and exhibits, if any, are incorporated herein by reference:

- .1 AIA Document, B121™-2018, Standard Form of Master Agreement Between Owner and Architect for Services provided under multiple Service Orders;

(Paragraphs deleted)

This Service Order entered into as of the day and year first written above.

OWNER *(Signature)*

Dr. Marshall Baker School Board President
(Printed name and title)



ARCHITECT *(Signature)*

Brian Thomas, AIA, RID, LEED AP Principal
(Printed name, title, and license number, if required)

Init.



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Krista Neal, Director of School Nutrition Services
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4M

Consider and Vote to Approve Nutrition Services Vendors/Distributors Purchasing Agreements for FY 2024-2025

BOARD ACTION REQUESTED:

Vote to Approve Nutrition Services Vendors/Distributors Purchasing Agreements for FY 2024-2025

BACKGROUND INFORMATION:

Prime Vendor- Since 2015-2016 School Nutrition Services has been a member of the Campus Smart co-op. Previously, we had the opportunity to “piggyback” on a request for proposals (RFP) that Edmond Public Schools published. However, each school district had to issue its own RFP for the upcoming school year. The invitation was extended to broad-line distributors, and we received three responses. Three SNS employees evaluated each response and USFoods was rated the highest. By choosing USFoods we are now part of a national Group Purchasing Organization, Premier.

Some purchasing agreements have been evaluated and can be extended for four years. These agreements include produce, pest control, a la carte ice cream, and a la carte beverages fall into this category. Vendors were contacted via email to determine if they wished to continue the agreement. The agreements with GoFresh Produce, and Bussell Pest Control agreed to continue the agreement.

An RFP for milk was sent to 33 suppliers. Hiland Dairy is the only dairy available to provide refrigerated milk. There were three responses for aseptic milk. Aseptic milk will be used when refrigerated milk is not the best choice. Gossner Foods had the lowest price for aseptic milk.

Requested Action:

Approve the following distributors and vendors:

Broad Line Food Distribution: USFoods/ Premier

Dairy: Hiland Dairy for refrigerated milk, Gossner Foods for UHT milk.

Produce: Go Fresh

Pest Control: Bussell Pest Control

The agreement with US Foods is attached for signature.

US FOODS, Inc.
10211 N. I-35 SERVICE RD.
OKLAHOMA CITY, OK 73131
(405) 475-4660

EXTENSION AGREEMENT

THIS EXTENSION AGREEMENT is made and entered into by and between the Stillwater Public Schools, the party of the first part, hereinafter termed "SPS", and US FOODS, Inc., the party of the second part, hereinafter termed "Vendor."

WITNESSETH:

WHEREAS, the above-named parties agree, as follows:

1. The term of this agreement shall be for the period July 1, 2024, through June 30, 2025.
2. The agreement may be extended for four additional years.
3. In consideration for goods and services performed under this Contract for School Nutrition Services (SNS) Prime Vendor, SPS agrees to pay Vendor the following amount:
4. Actual cost (actual cost to the Vendor) of the product plus a fixed fee for service per each case as per approved Fixed Fee per Case Schedule as stated in the agreement.
5. The fixed-fee-per-case schedule will be reviewed annually and adjusted for key inflationary factors that affect the Average Case Cost for K-12 Participating Members.
6. The terms of the agreement for SNS Prime Vendor with Extensions Provision will remain in full force and effect except as modified above.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed, in duplicate originals, the day and year first above written.

Party of the First Part

Stillwater Public Schools
314 S Lewis
Stillwater, OK 74074

By: _____
Name: Dr. Marshall Baker
Title: President Board of Education
Date: _____

Party of the Second Part

US Foods, Inc.
10211 N. I-35 Service Rd.
Oklahoma City, OK 73131

By: _____
Name:
Title:
Date: _____

Premier's K12 Food Product and Distribution Program

Average Drop Size	Fixed Fee Per Case 2024-2025 School Year
Less than \$2,499.99	\$3.06
\$2,500 - \$2,999.99	\$2.88
\$3,000 - \$3999.99	\$2.80
\$4,000 - \$5499.99	\$2.73
\$5,500 - \$6,999.99	\$2.69
\$7,000 - \$10,999.99	\$2.56
\$11,000 - \$15,999.99	\$2.52
\$16,000 and up	\$2.42



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Rob Lamecker, Director of Facilities
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4N

Consider and Vote to Declare District Textbook Surplus

BOARD ACTION REQUESTED:

Vote to Declare District Textbook Surplus

BACKGROUND INFORMATION:

Periodically, the district collects items with some residual value that are no longer needed or wanted and must be declared surplus.

A complete list of these Textbooks is attached.

Upon approval, items declared as surplus will be disposed of according to state law and district policy.

ISBN	Title	Quantity
No ISBN	Advanced Debate	20
978-1-337-56839-5	American Government: Institutions and Policies	1
978-0-205-11614-0	American Government: Readings and Cases	2
0-684-84267-X	Angelas Ashes a Memoir - Online Only	35
978-0-06-153796-7	Art of Racing in the Rain	9
978-0-13-764452-0	Beginning & Intermediate Algebra	1
978-1-63598-790-4	BIM Algebra 1	33
978-1-63598-791-1	BIM Algebra 1 TE	18
978-1-63598-816-1	BIM Algebra 2	209
978-1-63598-817-8	BIM Algebra 2 TE	4
978-1-63598-801-7	BIM Algebra I	457
978-1-63598-803-1	BIM Geometry	150
978-1-63598-814-7	BIM Geometry	162
978-1-63598-804-8	BIM Geometry TE	14
978-1-63598-788-1	BIM Pre-Algebra	328
978-1-63598-778-2	BIM Pre-Algebra TE	23
978-0-13-471067-9	Biology in Focus	2
978-1-305-67491-2	Calculus for AP	27
978-1-305-94801-3	Calculus for AP TE	3
0-13-331161-9	Calculus Graphical Numerical Algebraic AP - Online Only	12
978-1-305-96657-4	Calculus Teacher's Resource Guide	2
9780078769733	Como Te Va?	162
978-0-547-87156-1	Discovering French Today! French 1	1
978-0-547-87197-4	Discovering French Today! French 2	1
9780078964848	Glencoe Math Teachers Edition	23
9780736259712	Inside Phonics	1
9780736259057	Inside Reading and Language Level A	40
9780736259064	Inside Reading and Language Level B	39
9780736253420	Inside Reading and Language Level C	10
9780736270694	Inside the USA	7
9780736270540	Inside USA Language and Vocabulary	22
9780736258630	Inside Writing Level C	9
978-0-13-420882-4	Intermediate Alg Workbooks	2
978-0-312-67650-6	Language of Composition Reading Writing Rhetoric - Online AP Only	34
978-0-13-764456-8	MC Intermediat Algebra TE	1
9780618902101	McDougal Littell Literature Grade 6	27
9780618902118	McDougal Littell Literature Grade 7	27
978-0-02-1428050-2	My First Math Book Lesson Pages Book	353
978-0-07-669053-4	My Math - Volume 1	306
978-0-07-668885-2	My Math - Volume 1	234
978-0-07-669054-1	My Math - Volume 2	339

ISBN	Title	Quantity
978-0-07-668886-9	My Math - Volume 2	215
978-0-07-900903-6	My Math Oklahoma Focus	365
978-0-07-900905-0	My Math Oklahoma Focus	262
978-0-312-62668-6	Nickel and Dimed - Online AP English III ONLY	36
978-0-07-901990-5	Oklahoma Essentials Student Book	225
978-0-07-901993-6	Oklahoma Essentials Student Book	427
9780078965012	Oklahoma Glencoe Math Accelerated	110
9780078964701	Oklahoma Glencoe Math Workbook (not barcoded)	0
978-0-618-90218-7	Oklahoma Literature	1
1-41303308-3	Perrine's literature - Online Only	21
1-46410873-0	Practice of Statistics	30
978-1-305-07171-1	PreCalc w/Limits	75
978-1-305-11766-2	Precalculus Complete Solutions Manual Workbooks	3
978-1-305-11753-2	Precalculus with Limits a Graphing Approach TE	3
978-1-305-11754-9	Precalculus with Limits Lesson Plans	3
9780132531405	Prentice Hall Writing Coach Grade 6	121
9780132531412	Prentice Hall Writing Coach Grade 7	115
0-03-055099-8	Raisin in the Sun	139
978-013-319965-9	Realidades 1	2
978-0-02-143078-9	Student Math Journal - Volume 1	259
978-0-02-143081-9	Student Math Journal - Volume 2	254
978-0-02-143082-6	Student Math Journal - Volume 1	362
978-0-02-143086-4	Student Math Journal - Volume 2	317
978-0-07-668889-0	Teacher Edition Guide - Volume 1	20
978-0-07-902096-3	Teacher Edition Guide - Volume 2 Everyday Math	26
978-0-07-669061-9	Teacher Edition Guide - Volume 2 Everyday Math	24
978-0-07-668890-6	Teacher Edition Guide - Volume 2 Everyday Math	23
978-0-07-9020917-8	Teacher Edition Guide-Volume 1 Everyday Math	24
978-0-07-902099-4	Teacher Edition Guide-Volume 1 Everyday Math	25
978-0-07-902095-6	Teacher Edition Guide-Volume 1 Everyday Math	26
978-0-07-669056-5	Teacher Edition Guide-Volume 1 My Math	23
978-0-07-668887-6	Teacher Edition Guide-Volume 1 My Math	25
978-0-07-9020941-9	Teacher Edition Guide-Volume 2 Everyday Math	24

ISBN	Title	Quantity
978-0-07-902094-9	Teacher Edition Guide-Volume 2 Everyday Math	25
978-0-07-669057-2	Teacher Edition Guide-Volume 2 My Math	23
978-0-07-900877-0	Teacher Edition- My Math Oklahoma Focus	0
978-1-305-11757-0	Teacher's Edition Precalc Test Bank Workbooks	3
1-61857-222-9	Temas AP Spanish	15
978-1-68004-035-7	Themes AP French	16
978-1-31926929-6	Updated Practice of Statistics, 6th Ed - Online Only	17



STILLWATER PUBLIC SCHOOLS

STILLWATER BOARD OF EDUCATION

PREPARED BY: Dr. Janet Vinson, Assistant Superintendent
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 40

Monetary Educational Services Contracts for FY 24-25:

- 1) Care Solace (Mental Health Provider Location Services)
- 2) Vero Fiber Network (Private Fiber WAN Master Services Agreement)

BOARD ACTION REQUESTED:

Motion to Approve Contracts for 2023-2024.

BACKGROUND INFORMATION:

1) Mental Health Provider Location Services with Care Solace
V.G. Care Solace, Inc. Services Agreement for a web-based navigation system to assist students and families in locating and connecting with mental health treatment providers. This is a new contract paid for with MTSS Grant Funds.

Care Solace is a mental health care coordination service for K-12 school districts. They offer comprehensive mental health and substance abuse care coordination for students, their families, and staff members within school districts. They provide support 24 hours a day, 365 days a year, specializing in addressing cultural and language needs. With access to a wide range of providers and services, Care Solace assists in scheduling appointments, navigating insurance, and ensuring follow-up to ensure satisfaction with care. They also offer data tracking and reporting tools for schools to monitor students' progress and support collaboration among counselors and administrators.

2) Master Services Agreement with Vero Networks. Vero Networks will work with the Technology department to design and construct a brand new private fiber wide area network to connect all district sites over an estimated project window of 9 months. This network will increase data connection speeds at each site and offer many improvements over our current WAN. This is a new contract and is subsidized through E-Rate and OUSF.

SERVICE AGREEMENT

This Service Agreement (the “Agreement”) is dated the 14th of May, 2024 between Stillwater Public Schools, an Oklahoma public school district (hereinafter “**School District**”), and Care Solace, Inc., a Delaware corporation (hereinafter “**Care Solace**”). School District and Care Solace may be referred to individually as “**Party**,” or collectively as “**Parties**.”

RECITALS

WHEREAS, Care Solace® provides a web-based navigation system to assist its school district clients and the districts’ students and parents in locating and connecting with mental health treatment providers (hereinafter the “**Services**”), and agrees to provide the Services to School District on the terms and conditions set forth in this Agreement; and

WHEREAS, School District desires for Care Solace to assist it in connecting students and families with mental health treatment providers.

TERMS AND CONDITIONS

NOW, THEREFORE, in consideration of the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

Scope of Services

1. Care Solace shall provide the Services as follows:

1.1 Care Solace owns and operates a website located at the URL caresolace.org which provides information related to mental health treatment providers (hereinafter the “**Main Site**”). As part of this Agreement, Care Solace will manage and operate a version of the Main Site that is branded with School District’s name (hereinafter the “**Branded Site**”). Care Solace will take all reasonable steps to ensure the Branded Site is live in May 2024. Care Solace will provide access to the Branded Site to users authorized by the School District, including School District staff, students, and parents (hereinafter the “**Authorized Users**”), on a Software-as-a-Service (“**SaaS**”) basis pursuant to the terms and conditions set forth in Paragraphs 26-34, *infra*.

1.2 Care Solace shall facilitate a process called the “**Warm Handoff®**,” whereby School District staff or third-party contractors, consultants, or other parties to whom School District has outsourced institutional services (hereinafter “**Independent Contractors**”) designated as school officials pursuant to 34 CFR § 99.31(a)(1)(i)(B) provide Care Solace with contact information of a student or family in need of mental health treatment providers (hereinafter the “**Treatment Providers**”). The family contact shall be a parent, legal guardian, or other adult primary contact as directed by School District. Care Solace will then work directly with the primary contact to connect the student to Treatment Providers.

1.3 In addition to providing Authorized Users with access to the Branded Site, Care Solace will also provide Authorized Users with telephone and email access to a "**Care Companion™**." The Care Companions are care coordinators with experience in customer service, trained to navigate the mental health system and health insurance. The Care Companions are not licensed mental health professionals and do not diagnose, assess or evaluate. No provider-patient relationship is formed by provision of services by a Care Companion to an Authorized User. The Care Companions are not a crisis response team. The Care Companions are available to work directly with students and families to connect them with Treatment Providers. Care Companions are available 24 hours per day, 7 days per week.

1.4 Care Solace connects Authorized Users with Treatment Providers based on criteria such as geographic proximity, whether the provider accepts the Authorized User's insurance, and whether the provider is accepting new patients. Care Solace will use reasonable efforts to have each Treatment Provider it refers to Authorized Users reviewed through Care Solace's verification process. The information available on Treatment Providers through the verification process may vary significantly.

Care Solace is Not a Treatment Provider

2. Care Solace is not a mental health treatment provider or a provider network, and does not provide mental health treatment or other health care treatment to Authorized Users. Rather, Care Solace acts solely as a care coordinator by connecting Authorized Users to Treatment Providers. Care Solace does not represent, warrant or guarantee that Treatment Providers are of a particular quality. Care Solace shall not be liable for the quality of care provided by Treatment Providers.

Implementation Process

3. Care Solace will provide a virtual walk-through of the Services to School District representatives designated by School District in order to demonstrate the features and functionality of the Services.
4. Care Solace will conduct initial on-boarding training sessions with School District staff designated by School District in order to explain and demonstrate the Services.
5. Care Solace will provide training and on-going support concerning the use and functionality of the Services to key stakeholders of School District as requested by School District. Key stakeholders may include, but are not limited to: School District's mental health team, psychologists, counselors, assistant principals, principals, human resources staff, district leadership, and parent-teacher associations.
6. Care Solace will assist in providing access to the Branded Site on School District's website as well as individual school websites, as requested by School District.
7. Care Solace will provide backpack mailer templates and email/text templates for School District to deliver to students and parents quarterly, or four times per year, to remind them of the Services and provide the URL for the Branded Site.

8. School District shall designate one of its employees as its principal contact for communicating with Care Solace regarding technical issues in the provision of the Services, and shall notify Care Solace of such designation in writing within fifteen (15) days of the execution of this Agreement. School District may change its principal contact from time to time by providing written notice to Care Solace pursuant to Paragraph 54, *infra*.

Term of Agreement and Fees

9. This Agreement shall be effective as of May 15, 2024 (hereinafter the “**Effective Date**”).

10. The initial term of this Agreement (hereinafter the “**Initial Term**”) will begin on May 15, 2024 and continue through June 30, 2025. This Agreement will renew automatically for one-year terms (hereinafter, “**Renewal Term**”) on July 1st of each year following the Initial Term (hereinafter the “**Renewal Date**”) unless either Party provides the other Party with at least sixty (60) days prior written notice, pursuant to Paragraph 54, *infra*, to terminate this Agreement effective at the end of the existing term. The maximum term of this Agreement is five (5) years.

11. In exchange for the Services contemplated under this Agreement, School District will compensate Care Solace as follows:

11.1. For the Initial Term, May 15, 2024 through June 30, 2025, School District will pay \$22,800 to Care Solace, to be invoiced on July 1, 2024. For the period from May 15, 2024 through June 30, 2024, there is no cost to School District.

11.2 For each Renewal Term, School District will pay \$22,800 to Care Solace on or around the Renewal Date.

12. The fees set forth in Paragraph 11, *supra*, shall be earned by Care Solace when paid and shall not be subject to a prorated refund in the event of a termination without cause by School District of this Agreement prior to the end of the Initial Term or any Renewal Term.

12.1 Payment Terms. School District agrees to pay the amounts set forth in Paragraph 11, *supra*, within thirty (30) calendar days of receipt of an invoice. If Care Solace does not receive payment in full on an invoice within thirty (30) days, a finance charge on the unpaid amount of any invoice will be charged at a rate of 3.75% annually, beginning thirty (30) days after School District receives the invoice. Payments by the School District will thereafter be applied first to accrued interest and then to the principal unpaid balance. School District agrees to pay all costs, including reasonable attorneys’ fees, incurred by Care Solace in the collection of any delinquent accounts. For the purposes of this Paragraph 12.1, an invoice shall be deemed to be received upon delivery, if delivered personally or by email, or three (3) days after mailing by U.S. mail.

13. To ensure continuity of the Services, Care Solace will continue to provide the Services for a grace period of ninety (90) days after expiration of the Initial Term or any Renewal Term to allow for negotiation of a subsequent Renewal Term or new Agreement. During this grace period, all terms of the Agreement shall remain in full force and effect, and any Renewal Term or new Agreement beginning after this grace period shall be retroactive to the expiration date. In

the event that the Parties do not agree to renew this Agreement for a Renewal Term or negotiate a new Agreement, Care Solace shall have the right to issue an invoice for Services rendered during the aforementioned grace period.

14. Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in USD (United States Dollars).

Termination of Agreement

15. School District may terminate an Initial Term or a Renewal Term without cause pursuant to this Agreement at any time after providing Care Solace with sixty (60) days written notice, pursuant to Paragraph 54, *infra*. In the event of termination without cause of an Initial Term or a Renewal Term by School District pursuant to this paragraph, the fees paid by School District shall not be subject to a prorated refund.

16. In the event that Care Solace determines, in its sole and absolute discretion, to cease to offer the Services to new clients and to discontinue support of the Services for existing clients, Care Solace may terminate without cause an Initial Term or a Renewal Term pursuant to this Agreement by providing School District with sixty (60) days written notice pursuant to Paragraph 54, *infra*. In the event of termination without cause of an Initial Term or a Renewal Term by Care Solace pursuant to this paragraph, the fees paid by School District shall be subject to a prorated refund.

17. If either Party fails to comply with any of the material terms and conditions of this Agreement, including, without limitation, the payment of any fee to Care Solace, the non-breaching Party may terminate this Agreement with cause upon thirty (30) days written notice to the breaching Party specifying the breach(es). Upon receiving written notice of a specified breach, the breaching Party shall have a thirty (30) day cure period to remedy the specified breaches. The written notice must be provided in accordance with Paragraph 54, *infra*.

17.1. Only in the event that a Party fails to remedy a specified breach within the thirty (30) day cure period shall such a breach be considered a "Dispute" subject to the dispute resolution provisions set forth in Paragraphs 42-50, *infra*.

17.2. The written notice to a breaching Party specifying any breach(es) of the material terms of this Agreement and the thirty (30) day cure period set forth in this Paragraph 17 are conditions precedent to any Party's ability to provide the other Party with notice of a Dispute under Paragraph 43, *infra*.

Data and Information Privacy

18. Care Solace and School District each agree to comply with all data privacy laws and requirements, state and federal, to which they are each subject, which may include, without limitation, the Children's Online Privacy Protection Act, 15 U.S.C. §§ 6501-6506 (hereinafter "**COPPA**"), and The Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g; 34 CFR Part 99 (hereinafter, "**FERPA**").

19. The Branded Site will include links to a privacy policy and terms of use which will comply with applicable law.
20. In order to ensure compliance and that Care Solace is able to perform the Services, School District designates Care Solace a school official pursuant to 34 CFR § 99.31(a)(1)(i)(B) for the limited purposes of providing the Services.
21. The Parties expressly understand and agree that: (1) the Services are an institutional service or function that would otherwise be performed by employees of School District, such as counselors or principals; (2) Care Solace is under the direct control of School District with respect to the use and maintenance of “education records,” as that term is defined at 34 CFR § 99.3; (3) Care Solace shall comply with the obligations imposed by 34 CFR § 99.33(a) regarding the redisclosure of any information relating to students and families obtained in providing the Services; (4) School District has determined that Care Solace has legitimate educational interests in any education records provided to it; and (5) School District has provided parents and eligible students with the annual notice required by 34 C.F.R §99.7(a)(3)(iii) regarding its criteria for determining who is a school official and what constitutes a legitimate educational interest in education records.
22. School District represents and warrants that any Independent Contractor that is provided with access to the Warm Handoff or is otherwise responsible for transmitting directory information or education records to Care Solace has also been designated as a school official pursuant to 34 CFR § 99.31(a)(1)(i)(B) and that School District has provided parents and eligible students with the annual notice required by 34 C.F.R §99.7(a)(3)(iii).
23. Care Solace reserves the right to internally monitor School District's and Authorized Users' usage of the Branded Site and Services.
24. Care Solace will provide access to School District to the following non-personally identifiable information collected from Authorized Users: number of visitors, matches, and phone appointments. If School District desires to obtain personally identifiable information from Care Solace related to a particular Authorized User's use of the Services, School District shall obtain and deliver to Care Solace a duly executed written authorization from the Authorized User, or their legal guardian if applicable, in a form that complies with applicable law.
25. Care Solace shall ensure that: (i) all data and information provided by School District is stored on files that are separate from those of other Care Solace clients, or (ii) all files containing data and information provided by School District are partitioned from the information and data provided by other clients sufficient to protect the security and privacy of such information and data.

Software-as-a-Service Terms

26. Care Solace grants School District a non-exclusive, non-transferable, limited, revocable and royalty-free license to provide a hypertext reference link (hereinafter the "**Link**") to the initial, top-level display of the Branded Site solely for the purpose of linking any website owned or controlled by School District to the Branded Site.
27. Use Restrictions. School District covenants and agrees that its use of the Services will be in a manner consistent with this Agreement and with all applicable laws and regulations, including trade secret, copyright, trademark, and export control laws. Without limiting the generality of the foregoing, School District will not, directly or indirectly, do

any of the following: reverse engineer, decompile, disassemble, or otherwise attempt to discover the source code, object code, or underlying structure, ideas, or algorithms of or included in the Services or any software, documentation or data related to the Services (hereinafter “**Software**”); modify, translate or create derivative works based on the Services or any Software; or copy (except for archival purposes), distribute, pledge, assign or otherwise transfer or encumber rights to the Services or any Software; use the Services or any Software for timesharing or service bureau purposes or otherwise for the benefit of a third party; or remove any proprietary notices or labels.

28. Security. School District and the Authorized Users shall be solely responsible for acquiring and maintaining technology and procedures for maintaining the security of their connections to the Internet. As part of the Services, Care Solace shall implement reasonable security procedures consistent with prevailing industry standards to protect information provided by School District and Authorized Users from unauthorized access. The Parties agree that Care Solace shall not, under any circumstances, be held responsible or liable for situations in which: (i) data or transmissions are accessed by third parties through illegal or illicit means, or (ii) the data or transmissions are accessed through the exploitation of security gaps, weaknesses, or flaws unknown to Care Solace at the time, provided Care Solace complies with its obligations in this paragraph.

29. Unauthorized Access. Care Solace will promptly report to School District any unauthorized access to data or information provided by School District upon discovery of such access by Care Solace, and Care Solace will use diligent efforts to promptly remedy any breach of security that permitted the unauthorized access to occur. In the event that Care Solace was solely responsible for the breach and to the extent that Care Solace has an obligation imposed by law or statute to notify any individuals whose information was provided to Care Solace by School District, Care Solace shall be solely responsible for any and all such notifications at its expense. In the event the School District was solely responsible for the breach, the School District shall reimburse Care Solace for time and expenses incurred to assist School District with any required notifications to affected individuals. In the event that Care Solace and School District are jointly responsible for the breach, the Parties will attempt to reach an informal resolution as to expenses and, if unable to do so, it will be considered a “Dispute” subject to the dispute resolution provisions set forth in paragraphs 42-50, *infra*.

30. Ownership of Proprietary Rights. Ownership of any and all rights, whether registered or unregistered, in and with respect to patents, copyrights, confidential information, know-how, trade secrets, moral rights, contract or licensing rights, confidential and proprietary information protected under contract or otherwise under law, trade names, domain names, trade dress, logos, animated characters, trademarks, service marks, and other similar rights or interests in intellectual or industrial property (hereinafter “**Proprietary Rights**”) embodied in the Branded Site, the Services, and the computer hardware, software and other tangible equipment and intangible computer code necessary to deploy and serve the Services (hereinafter the “**Technology**”) shall remain exclusively vested in and be the sole and exclusive property of Care Solace and its licensors. In addition School District hereby transfers and assigns to Care Solace any rights School District may have to any suggestions, ideas, enhancement requests, feedback, recommendations or other information provided by School District personnel relating to the Branded Site, the Services, or the Technology.

31. Mutual Exchange of Confidential Information. The Parties desire to establish terms governing the use and protection of certain confidential information one Party (hereinafter “**Owner**”) may disclose to the other Party (hereinafter “**Recipient**”). For purposes of this Agreement, the term “Confidential Information” means (i) the terms

and conditions of this Agreement, subject to a valid request under the applicable state's open records act (ii) non-public aspects of the Branded Site and the operation thereof, the Technology, the Services, and Care Solace's business and technical information and data, and (iii) School District's information or other data processed, stored or transmitted by, in or through the Services (hereinafter "**School District Data**"). In addition, Confidential Information includes information which, although not related to the Services or this Agreement, is nevertheless disclosed hereunder and which is disclosed by an Owner or an affiliate to a Recipient in documentary or other tangible form bearing an appropriate label indicating that it is confidential or proprietary in nature, or which, if initially disclosed orally or visually is identified as confidential at the time of disclosure and a written summary hereof, also marked with such a label, is provided to Recipient within fifteen (15) days of the initial disclosure. Recipient may use Confidential Information of Owner only for the purposes of fulfilling the obligations contemplated in this Agreement and shall protect such Confidential Information from disclosure to others, using the same degree of care used to protect its own proprietary information of like importance, but in any case using no less than a reasonable degree of care. Recipient may disclose Confidential Information received hereunder only as reasonably required to perform its obligations under this Agreement and only to its employees who have a need to know for such purposes and who are bound by signed, written agreements to protect the received Confidential Information from unauthorized use and disclosure. The restrictions of this Agreement on use and disclosure of Confidential Information shall not apply to information that: (i) is in the possession or control of Recipient at the time of its disclosure hereunder; (ii) is, or becomes publicly known, through no wrongful act of Recipient; (iii) is received by Recipient from a third party free to disclose it without obligation to Owner, (iv) is independently developed by a Party as evidenced by its written and dated records and without any breach of this Agreement; or (v) is the subject of a written permission to disclose provided by Owner. The Recipient may disclose Confidential Information of Owner pursuant to the requirements of a governmental agency or by operation of law, provided that such Recipient gives Owner written notice thereof as soon as practicable to allow sufficient time for Owner to object to disclosure of such Confidential Information.

32. General Skills and Knowledge. Notwithstanding anything to the contrary in this Agreement, School District agrees that Care Solace is not prohibited from utilizing any skills or knowledge of a general nature acquired during the course of providing the Services, including information publicly known or available or that could reasonably be acquired in similar work performed for another client of Care Solace.

33. Publicity and Branding. School District agrees that Care Solace may (a) publicize School District's name, the fact of the Branded Site, and School District's use of the Services; and (b) brand the Branded Site with a "powered by Caresolace.com" or similar legend and/or copyright notice.

34. Options for Infringement Claims. If any Party is enjoined from using the Technology, or if Care Solace believes that the Technology may become the subject of a claim of intellectual property infringement, Care Solace, at its own option and expense, may: (i) procure the right for School District to continue to use the Services; (ii) replace or modify the Technology so as to make it non-infringing; or (iii) terminate this Agreement, in which case Care Solace shall provide a prorated refund to School District of any and all fees paid in advance for the Initial Term or any Renewal Term by School District for those Services not provided by Care Solace. This Paragraph and the defense and indemnity

Paragraph 39, *infra*, set forth the entire liability of Care Solace to School District for any infringement by the Technology or Services of any intellectual property right of any third party.

Representations and Warranties

35. School District represents and warrants that: (a) any information it provides to Care Solace does not and will not infringe, misappropriate, or otherwise violate any intellectual property right or right of privacy or publicity of any third party; (b) School District has provided parents with the notice required by 34 CFR § 99.7(a)(3)(iii) regarding the criteria used to determine who constitutes a school official and what constitutes a legitimate educational interest; and (c) the performance of its obligations as set forth in this Agreement and the use of the Services by School District and its Authorized Users will not (i) violate any applicable laws or regulations, or (ii) cause a breach of any agreements with any third parties. In the event of any breach by School District of any of the foregoing representations and warranties set forth in this Paragraph 35, in addition to any other remedies available at law or in equity, Care Solace will have the right to suspend immediately any Services if deemed reasonably necessary by Care Solace to prevent any harm to Care Solace and its business. Care Solace will provide written notice of any breach of the foregoing representations and warranties to School District in accordance with Paragraph 54, *infra*, and a reasonable time period to cure, if practicable, depending on the nature of the breach.

36. Care Solace represents and warrants that it will comply with all state and federal healthcare referral and anti-kickback statutes, and that it does not have an ownership interest in any of the Treatment Providers to whom it refers Authorized Users. In the event of any breach by Care Solace of the foregoing representations and warranties set forth in this Paragraph 36, School District will provide written notice of the breach to Care Solace in accordance with Paragraph 54, *infra*, and a reasonable time period to cure, if practicable, depending on the nature of the breach.

37. Except as expressly set forth herein, the Services are provided on an "as is" and "as available" basis, and without warranties of any kind either express or implied. Care Solace hereby disclaims all warranties, express or implied. Care Solace does not warrant that the Services will be uninterrupted or error free or that defects will be corrected. Care Solace does not offer a warranty or make any representation regarding the results or the use of the Services in terms of their correctness, accuracy, reliability, risk of injury to School District's or any Authorized User's computer, network, market, or customer base or commercial advantage.

Insurance and Indemnification

38. **Insurance**. During the term of this Agreement, Care Solace shall obtain and maintain liability insurance with policy limits having minimum coverage of \$2,000,000 per occurrence, which can be met through an umbrella or standard policy or any combination thereof. The insurance shall be evidenced by a Certificate of Insurance reflecting the minimum coverage limits.

39. **Defense and Indemnity**. Care Solace or its insurer shall defend and indemnify School District and its officers, agents, employees and volunteers (collectively "**School District Parties**") against any and all claims, demands, liability, judgments, awards, losses, damages, expenses or costs of any kind or character (hereinafter collectively referred to as "**Claims**"), to the extent arising out of any act, error, omission, negligence, or willful misconduct of Care

Solace or its officers, employees, agents, contractors, licensees, or servants connected to the Services covered by this Agreement. Care Solace or its insurer shall have no obligation, however, to defend or indemnify School District Parties from a Claim if it is determined that such Claim was caused by the sole negligence or willful misconduct of School District Parties.

39.1 Additional Insured. Care Solace shall cause School District to be named as an “Additional Insured” under the liability insurance policy obtained and maintained as set forth in Paragraph 38, *supra*. Notwithstanding School District’s coverage as an Additional Insured, in no event shall Care Solace or its insurer be held liable for School District’s sole negligence or willful misconduct. Under no circumstances is any Additional Insured entitled to any coverage beyond the contractual indemnification provisions in Paragraph 39, *supra*.

40. A School District Party seeking defense and/or indemnification hereunder shall promptly notify Care Solace in writing of the Claim in accordance with Paragraph 54, *infra*, and shall cooperate with Care Solace or its insurer at Care Solace’s or its insurer’s sole cost and expense. Care Solace or its insurer shall control the defense and investigation of the Claim and shall employ counsel of its choice to handle and defend the same, at Care Solace’s or its insurer’s sole cost and expense. The obligations and responsibilities set forth in this Paragraph 40 shall apply only in the event that Care Solace or its insurer agree to provide a defense and/or indemnification.

41. Naming School District as an additional insured does not alter the limitations, obligations and conditions set forth in paragraphs 38-40 and in no circumstances will School District be entitled to coverage beyond the contracted for amount of \$2,000,000 per occurrence contained in Paragraph 38, *supra*.

Dispute Resolution

42. Any and all disputes, controversies, or Claims arising out of or relating to this Agreement or a breach thereof, including without limitation Claims based on contract, tort, or statute (hereinafter a “**Dispute**”), shall be determined by binding arbitration as set forth in this section, consisting of Paragraphs 42-50 herein (hereinafter the “**Arbitration Agreement**”).

43. An aggrieved Party shall notify the other Party of a Dispute within fifteen (15) days of being made aware of the Dispute; however, no Party may provide notification of a Dispute prior to the termination of the thirty day cure period described in Paragraph 17, *supra*. Notice shall be provided in accordance with the requirements of Paragraph 54, *infra*. The date that notice is received by the opposing Party shall hereinafter be referred to as the “**Notification Date**.”

44. If the Parties are unable to informally resolve the Dispute within thirty (30) days of the Notification Date, the Parties agree to engage in mediation in good faith. The requirement to engage in mediation is a condition precedent to the initiation of arbitration pursuant to this Arbitration Agreement. Mediation must occur within 120 days of the Notification Date. The 120-day deadline may be waived by mutual agreement of the Parties. Mediation shall be conducted according to the following terms:

44.1 Mediation shall be conducted by a single mediator from JAMS, or another mediation service agreed to by the Parties (hereinafter “**Mediation Service**”).

44.2 The Parties will cooperate with the Mediation Service and one another in selecting a mediator from the Mediation Service's panel of neutrals and in scheduling mediation proceedings. In the event that the Parties are unable to agree upon the selection of a mediator, the Parties shall request that the Mediation Service assign a mediator from its panel of neutrals with experience as a state or federal court judge.

44.3 The Parties agree that they will participate in the mediation in good faith and that they will share equally in the costs of mediation.

45. If the Parties are unable to resolve the Dispute through mediation, the Parties shall submit the Dispute to binding arbitration pursuant to the Federal Arbitration Act, 9 U.S.C. § 1, *et seq.* (hereinafter the "FAA"). Notwithstanding any other provisions of this Agreement regarding applicable law, the Parties agree that the substantive and procedural provisions of the FAA will apply to this Arbitration Agreement, to the exclusion of any state-specific substantive and procedural law regarding arbitration.

46. Arbitration shall be initiated by the aggrieved Party within thirty (30) days of the conclusion of mediation. In no event shall arbitration be demanded after the date the Claim would be barred by the applicable statute of limitations. Arbitration shall be conducted in accordance with the following terms:

46.1. Arbitration shall be conducted by a single neutral arbitrator from the National Roster of Arbitrators and administered according to the American Arbitration Association's ("AAA's") Commercial Arbitration Rules and Mediation Procedures then in effect, except as modified by this Agreement or as otherwise agreed to in writing by the Parties. A copy of the AAA's current Commercial Arbitration Rules and Mediation Procedures may be viewed [here](#).

46.2. In rendering the award, the arbitrator will determine the rights and obligations of the parties in accordance with the substantive law of the State of Delaware, subject to the limitations on damages set forth in Paragraphs 47-50, *infra*.

46.3. The arbitrator shall award the prevailing Party the costs of mediation and arbitration.

46.4. This Arbitration Agreement is intended to be binding on and to inure to the benefit of the Parties, their principals, successors, assigns, affiliates, partners, employees, parent or subsidiary entities, and to any other persons or entities whose claims or defenses may arise out of or relate to this Agreement, including third party beneficiaries.

46.5. In the event a Dispute involves a third-party beneficiary of this Agreement, the third-party beneficiary shall be excused from compliance with the notice and opportunity to cure requirements of Paragraphs 17 and 43, *supra* and shall also be excused from the mediation required under Paragraph 44, *supra*. The costs of any arbitration involving a Party and a third-party beneficiary of this Agreement shall be borne solely by the Party involved in the Dispute, unless such Dispute involves both Parties, in which case the Parties shall share equally in the costs of arbitration. In no event shall a third-party beneficiary be responsible for the costs of arbitration pursuant to this Arbitration Agreement.

46.6. Any arbitration award shall be binding on the Parties and on any third-party beneficiaries. This binding Arbitration will not be subject to appeal.

Limitation on Damages

47. As a result of any Dispute, no Party shall be liable to the other Party or to any third-party beneficiary for any indirect, incidental, or consequential damages under any theory, even if the Party allegedly causing such damages has been advised of the possibility of such damages. The Parties waive any right to recover such damages.

48. As a result of any Dispute, in no event shall any Party be liable to the other Party or to any third-party beneficiary for punitive or exemplary damages, unless specifically provided by statute. The Parties waive any right to recover such damages unless specifically provided by statute.

49. In the event that Care Solace is found liable to School District or any third-party beneficiary as the result of a Dispute, or in the event that School District is found liable to any third-party beneficiary, liability shall not exceed the total general liability insurance amount in Care Solace's certificate of insurance pursuant to this Agreement. In no event shall Care Solace be held liable for the sole negligence of any other Party, including School District.

50. The prevailing Party in any Dispute will be entitled to recover, in addition to costs and any other damages or award, all reasonable attorneys' fees associated with the action.

Miscellaneous Terms

51. Performance. The Parties agree to do everything necessary to ensure that the terms of this Agreement take effect and each Party will use its best efforts to ensure that Authorized Users are made aware of the Services and their ability to access the Branded Site.

52. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of Delaware without giving effect to any choice or conflict of law provision or rule (whether of Delaware or any other jurisdiction) that would cause the application of laws of any jurisdiction other than those of Delaware. The sole exception to this Paragraph is that the Arbitration Agreement set forth in Paragraphs 42-50, *supra*, shall be governed by the procedural and substantive provisions of the FAA.

53. Venue for Arbitration. Arbitration conducted as set forth in Paragraphs 42-50, *supra*, shall take place in Payne County, OK.

54. Notices. All notices, requests, demands or other communications required by this Agreement between Care Solace and School District shall be in writing and shall be deemed given and served upon delivery, if delivered personally or by email, or three (3) days after mailing by U.S. mail as follows:

If to School District:
Stillwater Public Schools
314 S LEWIS ST

Stillwater, OK 74074-3515
Attention: Uwe Gordon
Superintendent
Email: ugordon@stillwaterschools.com

If to Care Solace:
Care Solace, Inc.
120 Birmingham Drive, Suite 200
Cardiff, CA 92007
Attention: Chad Castruita
Email: chad.castruita@caresolace.org

Any Party may change the address or persons to which notice is to be provided by giving written notice of the change of address or persons to the other Party in the manner provided for giving notice in this paragraph.

55. Third-Party Beneficiaries. The Parties agree that this Agreement is intended to benefit Authorized Users as third-party beneficiaries and that the Parties' mutual intent to confer a benefit upon Authorized Users as third-party beneficiaries of this Agreement is a material part of the Agreement's purpose. The Parties expressly agree that it is their intention by this Agreement that all Claims, as that term is defined in Paragraph 39, *supra*, brought by third-party beneficiaries including, but not limited to Authorized Users, shall be subject to the Arbitration Agreement set forth in Paragraphs 42-50, *supra*.

56. Waiver. The waiver by either Party of a breach, default, delay or omission of any of the provisions of this Agreement by the other Party shall not be construed as a waiver of any subsequent breach of the same or any other provision of this Agreement.

57. Continuing Obligations. The following obligations shall survive the expiration or termination of this Agreement: (i) any and all warranty disclaimers, limitations of liability and indemnities granted by either Party herein; (ii) any covenant granted herein for the purpose of determining ownership of, or protecting, the Proprietary Rights, including without limitation, the Confidential Information of either Party, or any remedy for breach thereof; and (iii) the payment of any money due to Care Solace.

58. Force Majeure. Neither Party shall be liable for damages for any delay or failure to perform any obligation imposed by this Agreement if such delay or failure arises out of causes beyond the Party's reasonable control and without their fault or negligence, including, but not limited to, acts of God, acts of civil or military authority, fires, riots, wars, national or regional emergencies, pandemics, embargoes, Internet disruptions, hacker attacks, any action taken by a governmental authority, or telecommunications failures. A Party whose performance is affected by any of the foregoing shall give written notice to the other Party stating the period of time the occurrence is expected to continue, and shall use diligent efforts to end the failure or delay and minimize the effects of such delay. Notwithstanding anything to the contrary contained herein, if either Party is unable to perform hereunder for a period of thirty (30) consecutive days, then the other Party may terminate this Agreement immediately by providing ten (10)

days written notice. Should the application of this Paragraph 58 become the source of a Dispute between the Parties, then either Party may immediately initiate the dispute resolution process outlined in the Arbitration Agreement, Paragraphs 42-50, *supra*, without first providing notice and an opportunity to cure as set forth in Paragraphs 17 and 43, *supra*. Any written notice under this Paragraph 58 must comply with the written notice requirements of Paragraph 54, *supra*.

59. Modification of Agreement. Any amendment or modification of this Agreement will only be binding if evidenced in writing and signed by each Party or an authorized representative of each Party with authority to bind the Party. Any amendment or modification must comply with the notice requirements of Paragraph 54, *supra*.

60. Assignment. Care Solace will not assign or otherwise transfer its obligations under this Agreement without the written consent of School District.

61. Entire Agreement. This Agreement contains the entire agreement with respect to the subject matter hereof and supersedes all prior negotiations, understandings, or agreements, written or oral, including but not limited to School District's purchase orders or like documents, which shall be for administrative convenience only and which shall have no substantive force or effect. It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

62. Titles/Headings. Titles and Headings are utilized in this Agreement for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

63. Severability. In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

64. Counterparts. This Agreement may be executed in counterparts which, taken together, shall constitute one original document.

65. Authority to Execute Agreement. Each individual signing this Agreement warrants and represents that they have been authorized to enter into this Agreement on behalf of the Party.

SIGNATURES ON NEXT PAGE – REMAINDER OF PAGE INTENTIONALLY BLANK

IN WITNESS WHEREOF the Parties hereto have executed this Agreement as of the date first set forth above.

Care Solace, Inc. ("Care Solace")

Printed Full Name: Anita Ward

Title: Chief Growth Officer

Signature: Anita Ward

Date: 04-18-2024

Stillwater Public Schools ("School District")

Printed Full Name: _____

Title: _____

Signature: _____

Date: _____

Accounts Payable Information:

School District Dept: _____

Accounts Payable contact:

Name: _____

Email: _____

Phone: _____

SERVICES AGREEMENT

This Master Service Agreement, along with all Attachments ("**Agreement**") is made effective as of May 14th, 2024 ("**Effective Date**") by and between Vero Fiber Networks, LLC, a Colorado limited liability company, and its affiliates and subsidiaries with an address of 1023 Walnut Street, Boulder, CO 80302 ("**Vero**") and Stillwater Independent School District 16, with an address of 314 S Lewis Stillwater OK 74074 ("**Customer**"). Each may be referred to herein as a "**Party**" and collectively as the "**Parties**."

ARTICLE 1 - GENERAL

1.1 Agreement Structure. The purpose of this Agreement is to provide general terms, conditions and a framework within which Customer may from time to time purchase certain telecommunications and related infrastructure services ("**Services**") from Vero for its use. Additional terms and conditions that apply to each type of Service are set forth in the attached service description (each a "**Service Description**"). This Agreement, the applicable Service Descriptions and Service Orders (as defined in Section 1.2 below) and any other attachments are hereby incorporated herein and shall collectively be referred to as the "**Agreement**."

1.2 Orders for Services. Customer may request Vero to provide a Service by submitting a service order in a form provided by Vero from time to time ("**Service Order**") in accordance with the procedures set forth in this Agreement. Customer acknowledges and agrees that Customer is solely responsible for the accuracy of all Service Orders and other information that it provides to Vero. Each accepted Service Order shall incorporate by reference, and shall be subject to, the terms and conditions of this Agreement and the applicable Service Description. All Service Orders shall be subject to availability and acceptance by Vero. Customer may add Locations to an existing Service Order upon approval by Vero.

ARTICLE 2 - PAYMENT TERMS

2.1 Billing Commencement. Vero may commence billing and Customer shall be liable for payment for Services upon the Service Activation Date.

2.2 Invoicing and Payment Terms. The Service Order shall set forth the Non-Recurring and Recurring Charges. The Recurring Charge shall be the recurring fee for the Service. The Recurring Charge may be specified as a Monthly Recurring Charge ("MRC"), a Quarterly Recurring Charge ("QRC") or an Annual Recurring Charge ("ARC"). The Non-Recurring and Recurring Charges, plus any other amounts due, are payable in full within thirty (30) days from date of invoice ("**Due Date**"). Invoice amounts not paid on or before the Due Date shall bear interest at the rate of one and one-half percent (1.5%) per month or the highest lawful rate, whichever is lower.

2.3 Invoice Disputes. To the extent that Customer disputes any portion of an invoice, Customer shall notify Vero in writing and provide detailed documentation supporting its dispute within forty-five (45) days of the invoice date or the Customer's right to any billing adjustment shall be waived. In the event of a billing dispute, Customer shall timely pay all undisputed amounts. If the dispute is resolved against Customer, Customer shall immediately pay such amounts due.

ARTICLE 3 – TERM AND RENEWAL

3.1 Term. The Term of this Agreement shall continue so long as there is an effective Service Order. The term of each Service Order shall commence on the Service Activation Date for such Service and continue for the period of time specified in that Service Order. Any renewal term options shall be as set forth in the Service Order. Following expiration of any Term or Renewal Term, the Service Order shall automatically renew for one (1) month periods (collectively, the "**Service Term**") until terminated by either Party upon at least ninety (90) days prior written notice.

3.2 Deferred Capital Fee.

Each agreement signed by the Customer pursuant to this Agreement shall contain a requirement for Customer to reimburse Vero's unrecovered Costs should the Customer elect to terminate the contract prior to the end of the Initial Term (the "Deferred Capital Fee.") The Deferred Capital Fee shall be paid in addition to any amounts due under the agreement through the date of termination. The Deferred Capital Fee shall be based on the pricing option selected by the Customer and shall be calculated as follows:

If the Service Order is terminated in this month of the initial Term:	The Deferred Capital Fee is:
Month 0-12	\$1,363,203.00
Month 13-24	\$1,090,562.40
Month 25-36	\$817,921.80
Month 37-48	\$545,281.20
Month 49-60	\$272,640.60

ARTICLE 4 - SERVICE REQUESTS AND DELIVERY

4.1 Service Order Acceptance. Vero may accept or reject any submitted Service Order in its sole discretion. Unless otherwise provided in the Agreement, Customer's obligations specified in an accepted Service Order are non-cancellable.

4.2 Service Activation. After Vero has determined that the Service conforms to the relevant Service Specifications (including power and OTDR testing to verify performance within industry standard for calculated budget loss), Vero will notify Customer that the Service is delivered, meets the related Service Specifications and is available for use by Customer ("Service Activation Notice"). The "Service Activation Date" shall be the earlier of (i) the date on which Customer begins using the Service for any purpose other than testing or (ii) the date that Vero has sent the Service Activation Notice to Customer. Customer shall have two (2) days in which to notify Vero that it is rejecting the Service that does not meet the Service Specifications. If Customer has notified Vero within such two (2) day period that the Service does not meet the Service Specifications, and provided that such notification is legitimate, then Vero shall take such steps reasonably necessary to cause the Service to meet the Service Specifications, at which time Vero shall issue a new Service Activation Notice and the acceptance process above shall be repeated. Customer's failure or delay to test the Service or failure or delay to utilize the Service on or after the Service Activation Notice date shall not prevent Vero from billing Customer for the Service. The billing of any recurring charges shall begin on the Service Activation Date and continue throughout the Service Term.

4.3 Incrementally Delivered Locations. Unless otherwise specified in a Service Order, Vero may incrementally deliver individual Locations, when ready and may charge a proportionate share of the MRC for any Locations delivered prior to all Locations being delivered. "Location" shall mean each individual Customer building (or other location) to which Vero is providing Service.

ARTICLE 5 – EQUIPMENT AND INSTALLATION

5.1 Access and Customer Premises Obligations. In support of Vero meeting the Estimated Delivery Date, Customer specifically acknowledges that Customer is responsible for all work and Costs on the premise side of each Demarcation Point, including technically compatible cross-connections. "**Demarcation Point**" is the network interface point specified on a Service Order where Vero hands off Service to Customer. Customer shall be responsible for providing any needed easement for, securing all rights and paying all costs associated with building access, occupancy, and any other fees related to terminating Vero's fiber in the Customer's premises and otherwise conducting typical telecommunication operations at the premises ("Customer Requirements").

5.2 Vero Facilities. Vero, or its agent, may provide, install, maintain, repair, operate and control Vero's, conduit, fiber optic cable, fiber termination panels or any other equipment ("**Vero Facilities**"). Customer shall be liable for any loss of or damage to Vero Facilities caused by Customer's negligence, intentional acts, or unauthorized maintenance and shall reimburse Vero for the same. If, on responding to a Customer initiated service call, Vero reasonably determines that the cause of the service deficiency was a failure, malfunction or the inadequacy of facilities or equipment other than Vero Facilities, Customer shall compensate Vero for actual time and materials expended during the service call and for any work performed by Vero on non-Vero facilities.

ARTICLE 6 – USE OF SERVICE

6.1 Subject to the limitations set forth in this Schedule, Customer shall use the Service solely for lawful purposes. In no event whatsoever shall Customer directly or indirectly transfer, sell, assign, swap, exchange, lease, sublease, license, sublicense, resell or grant infeasible or other rights of use in or to all or any part of the optical fiber strands

as “dark fiber” as such term is commonly understood in the telecommunications industry. A violation of this provision shall be a material default and shall subject Customer to immediate termination.

6.2 Except as expressly set forth herein, the lease does not include the right of Customer to own, control, access, maintain, splice, adjust, align, cut, modify or revise any portion of the Vero network. Customer will not install any equipment to be used with the Service that damages or interferes with Vero network.

ARTICLE 7 - DEFAULT; SUSPENSION OF SERVICE

7.1 Customer Default.

7.1.1 Customer is in default of this Agreement if Customer (a) fails to cure any monetary breach within ten (10) days of receiving notice of the breach from Vero; or (b) fails to cure any non-monetary breach of any terms of the agreement within thirty (30) days of receiving notice of the breach from Vero (each such event shall be a “**Customer Default**”).

7.1.2 In the event of a Customer Default, Vero may suspend Services to Customer until Customer remedies the Customer Default, or Vero may terminate this Agreement and/or any or all of the Services being provided hereunder. Vero may at its sole option, but without any obligation, cure a non-monetary breach at Customer’s expense at any point and invoice Customer for the same. These remedies are in addition to and not a substitute for all other remedies contained in this Agreement or available to Vero at law or in equity.

7.2 Vero Default.

7.2.1 Vero is in default of this Agreement if Vero fails to cure any non-monetary breach of any material term of this Agreement within thirty (30) days of receiving written notice of the breach from Customer (“**Vero Default**”); provided, however, that Customer expressly acknowledges that Service related failure or degradation in performance is not subject to a claim of Vero Default. Customer’s sole and exclusive remedy for any failure of Service shall be as set forth in the attached Service Level Agreement.

ARTICLE 8 – TAXES AND OTHER FEES AND SURCHARGES

All charges for the Services are exclusive of any taxes and other fees and surcharges (as defined below). Except for taxes based on Vero’s net income, Customer shall be responsible for payment of all applicable taxes that arise in any jurisdiction, including, without limitation, property taxes, value added, consumption, sales, use, gross receipts, excise, access and bypass (“**Taxes**”). Customer shall also be responsible for any property tax surcharges, additional government fees (including without limitation USF, Federal and State regulatory fees), franchise fees, rights of way fees or charges, license or permit fees, and any other duties, fees, charges or surcharges imposed on incident to, or based upon the provision, sale, or use of the Services (“**Other Fees and Surcharges**”). If applicable to the Services being purchased by Customer, such Other Fees and Surcharges will be listed on Customer’s Invoice. If Customer is entitled to an exemption from any of the Taxes or Other Fees and Surcharges, Customer is responsible for presenting Vero with a valid exemption certificate (in a form reasonably acceptable to Vero). Certain taxes and fees paid by Vero, such as property taxes on the network, are not eligible for exemption. Vero will give effect to any valid exemption certificate provided in accordance with the foregoing sentence to the extent it applies to any Service billed by Vero to Customer following Vero’s receipt of such exemption certificate.

ARTICLE 9 - LIMITATION OF LIABILITY

9.1 General Limitations. To the extent allowed by law, Vero shall enjoy any statutory protections granted to utility providers and shall not be liable for injury to or death of any person and for damage to or loss of any property arising out of or attributable to its operations and performance under this Agreement. Vero’s total liability for any and all causes and claims whether based in contract, warranty, negligence or otherwise shall be limited to the lesser of (i) the actual direct damages sustained by Customer; or (ii) an amount equivalent to the total MRC received by Vero from Customer over the preceding three (3) months for the Service affected. Excluding payments due under any Service Order that have not been paid, no cause of action under any theory which accrued more than one (1) year prior to the filing of a complaint alleging such cause of action may be asserted by either Party against the other Party.

9.2 Special Damages. EXCEPT FOR A PARTY’S INDEMNIFICATION OBLIGATIONS SET FORTH BELOW IN ARTICLE 10 AND EXCEPT FOR CLAIMS ARISING FROM A PARTY’S INTENTIONAL MISCONDUCT, IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL,

PUNITIVE OR CONSEQUENTIAL DAMAGES WHATSOEVER, ARISING OUT OF, OR IN CONNECTION WITH, THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO, LOST PROFITS, LOST REVENUE, LOSS OF GOODWILL, LOSS OF ANTICIPATED SAVINGS, LOSS OF DATA, INCURRED OR SUFFERED BY EITHER PARTY, WHETHER IN AN ACTION IN CONTRACT OR TORT, EVEN IF THE OTHER PARTY OR ANY OTHER PERSON HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. EXCEPT AS EXPRESSLY SET FORTH IN THE AGREEMENT, VERO MAKES NO WARRANTY, EXPRESS, IMPLIED, STATUTORY OR OTHERWISE AS TO THE DESCRIPTION, QUALITY, MERCHANTABILITY, COMPLETENESS OR FITNESS FOR ANY PARTICULAR PURPOSE OR USE OF THE SERVICE, LOCAL ACCESS OR ANY OTHER MATTER, AND ANY SUCH WARRANTIES ARE HEREBY EXCLUDED AND DISCLAIMED.

9.3 No Liability for Certain Actions. Vero is not responsible for the content of any information transmitted or received through the Services. Other than as expressly stated herein, Customer shall be solely responsible for the security and confidentiality of information it transmits using a Service. Vero exercises no control over, and accepts no responsibility for, the content of the information passing through its network, or Customer equipment, and use of any such Service is at Customer's own risk.

ARTICLE 10 - INDEMNIFICATION

10.1 Indemnification. Each Party shall indemnify, defend and hold harmless ("**Indemnifying Party**") the other Party, its directors, officers, employees, and agents, successors and assigns ("**Indemnified Party**"), from all damages, costs, expenses and liabilities, including reasonable attorney's fees and disbursements, sustained in any action commenced by any third party in connection with the Indemnifying Party's performance of, or failure to perform, its obligations and duties under this Agreement except for those damages, costs, expenses and liabilities arising from the negligence or willful misconduct of the Indemnified Party; provided, however, that Vero is not obligated to indemnify Customer, and Customer shall defend and indemnify Vero hereunder, for any claims by any third party, including end users, arising from services provided by Customer that incorporate any of the Services including but not limited to (a) violation of any applicable law by end users; (b) damage to property or personal injury (including death) arising out of the acts or omissions of end users; (c) termination or suspension of Services of Customer or end users, due to a Customer Default; or (d) claims by a third party, including without limitation end users, arising out of or related to the use or misuse of any Service.

10.2 Indemnification Procedures. The Indemnified Party shall promptly notify the Indemnifying Party in writing of any such suit or claim and shall take such action as may be necessary to avoid default or other adverse consequences in connection with such claim. The Indemnifying Party shall have the right to select counsel and to control the defense and settlement of such claim; provided, however, that the Indemnified Party shall be entitled to participate in the defense of such claim and to employ counsel at its own expense to assist in handling the claim, and provided further, that the Indemnifying Party shall not take any action in defense or settlement of the claim that would negatively impact the Indemnified Party. The Indemnified Party shall provide cooperation and participation of its personnel as required for the defense at the cost and expense of the Indemnifying Party.

ARTICLE 11 - FORCE MAJEURE

Neither Party shall be liable for any failure of performance hereunder due to causes beyond its reasonable control including, but not limited to, acts of third parties not under the direction or actual control of the Party delayed or unable to perform including, but not limited to, acts of God, fire, explosion, third party actions, flood, storm, or other similar catastrophe, any law, order, regulation, direction, action, request or failure to act of the government, or any department, agency, commission, court, or bureau of a government, or any civil or military authority, national emergency, insurrection, riot, war, strike, lockout, or work stoppage (each, a "**Force Majeure Event**"). The Party claiming relief under this Section shall promptly notify the other Party of the occurrence or existence of the Force Majeure Event and of the termination of such event.

ARTICLE 12 - MISCELLANEOUS PROVISIONS

12.1 Subject to Laws. This Agreement is subject to all applicable federal, state and local laws, and regulations, rulings and orders of governmental agencies, including, but not limited to, the Communications Act of 1934, as amended, the Telecommunications Act of 1996, the Rules and Regulations of the Federal Communications Commission ("**FCC**"), Vero's applicable tariffs, if any, and the obtaining and continuance of any required approval or authorization of the FCC or any governmental body. Either Party may terminate its obligations under this Agreement and/or a Service Description and/or a Service Order without liability if ordered to do so by the final order or ruling of a court or other governmental agency or if such order or ruling would make it impossible for either Party to carry out its obligations under this Agreement.

12.2 Governing Law. This Agreement shall be construed and enforced in accordance with, and the validity and performance hereof shall be governed by the laws of the State of Colorado.

12.3 Relationship of Parties. This Agreement does not create a partnership, joint venture or agency relationship between the Vero and Customer. Neither Party shall have any authority to bind the other Party to any agreement, understanding or other instrument, in any manner whatsoever.

12.4 Notices. Notices under this Agreement shall be in writing and delivered by certified mail, return receipt requested, or by nationally recognized courier to the persons whose names and business addresses appear below, and such notice shall be effective on the date of receipt, or refusal of delivery, by the receiving Party. **If Customer is disconnecting Service(s) for any reason, it also must deliver notice to Vero by email to “disco@veronetworks.com”**

If to Vero:	If to Customer:
Vero Fiber Networks, LLC	Stillwater Independent School District 16
Attn: Chief Legal Officer	
P.O. Box #1110	314 S Lewis
Boulder, CO 80306	Stillwater OK 74074

12.5 No Third Party Beneficiaries. The representations, warranties, covenants and agreements of the Parties set forth herein are not intended for, nor shall they be for the benefit of or enforceable by, any third party or person not a Party hereto.

12.6 Entire Agreement. This Agreement and each Attachment constitutes the entire understanding between the Parties relating to the rights, duties and obligations granted and assumed herein. Any prior agreements, promises, negotiations or representations regarding the subject matter hereof are of no force or effect. No alteration or variation of the terms of any provision shall be valid unless made in writing and signed by a duly authorized representative of Vero and the Customer. In the event that any one or more of the provisions of this Agreement shall for any reason be held to be invalid or unenforceable, the remaining provisions of this Agreement shall be unimpaired, and shall remain in effect and be binding upon the Parties. No course of dealing between the Parties and no failure to exercise any right hereunder shall be construed as a waiver of any provision hereof.

12.7 Counterparts/Electronic Signatures. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Vero Fiber Networks, LLC			
Signature:	<i>Pamela Moore</i>	Signature:	
Name:	Pamela Moore	Name:	
Title:	CEO	Title:	

ATTACHMENT 1**SERVICE DESCRIPTIONS AND SERVICE LEVEL AGREEMENT****LEASED DARK FIBER SERVICES DESCRIPTION**

A fiber-based Service where Vero owns and operates telecommunications facilities and is in the business of leasing dark fiber optic strands within the Vero network ("Dark Fiber"). Customer leases capacity (i.e. a specific number of fiber strands) on the Vero-owned fiber network. Customer pays Vero a non-recurring and/or recurring charge for the lease and maintenance of the Dark Fiber. As of the Service Activation Date for any Dark Fiber ordered under a Service Order, Vero agrees to lease to Customer, and Customer agrees to lease from Vero, the number of strands of Dark Fiber in the configuration described in the Service Order. Any materials, equipment, fiber optic cable and other personal property shall remain Vero's personal property even if installed to the real property of the Customer. Customer shall keep Vero's facilities and the Dark Fiber free from all liens, including but not limited to mechanics liens, and encumbrances by reason of the use of the Dark Fiber by Customer. Customer shall be responsible for obtaining and maintaining any rights or licenses required for it to lease, use, occupy or operate the Dark Fiber.

LEASED LIT FIBER SERVICES DESCRIPTION

A fiber-based broadband Service where Vero owns, maintains, lights and manages the network, and Customer pays a recurring charge to have data transported over that network. Customer is responsible for any data or other information it transmits over the network. Any materials, equipment, fiber optic cable and other personal property shall remain Vero's personal property even if installed to the real property of the Customer. Customer shall keep Vero's facilities and the network free from all liens, including but not limited to mechanics liens, and encumbrances by reason of the use of the Dark Fiber by Customer. Customer shall be responsible for obtaining and maintaining any rights or licenses required for it to lease, use, occupy or operate the network.

SERVICE LEVEL AGREEMENT

In the event of a Service Outage, other than for Force Majeure or the result of Customer's actions and/or equipment, Customer shall receive as its remedy the following Service Level Credit. The Service Level Credit in any month shall not exceed 100% of the recurring charge attributable to that month. "Service Outage" shall mean that the Service is unable to transmit data.

Service Measurement	Objective	Remedy
Availability	99.999%	100% of MRC for impacted Location
Latency	<10 ms	100% of MRC for impacted Location
Mean Time to Repair a Service Outage	4 hours	100% of MRC for impacted Location

ATTACHMENT 2**Technical Support, Maintenance, Relocation & Repair Procedures**

1. **Purpose.** Vero shall provide Routine Maintenance and Non-Routine Maintenance as defined in and in accordance with this Attachment. This Exhibit describes the policies and procedures Vero utilizes to monitor and maintain the Service throughout the duration of the Service Term. Vero shall ensure that the Service is maintained according to the specifications and procedures specified herein, through application of commercially reasonable and accepted industry standards and in accordance with manufacturers' specifications. The purpose and result of monitoring and maintenance shall be to maintain (in the case of routine maintenance) or restore (in the case of non-routine maintenance) the functionality of the Service. Vero reserves the right to modify these procedures as appropriate to ensure that performance specifications are achieved.
2. **Technical Support.** Vero's Network Operations Center ("NOC") oversees Service maintenance and repair and is available on a twenty-four (24) hour per day, seven (7) days per week basis (24x7). Vero utilizes only qualified personnel, office services, vehicles, and all tools and materials required for the safe and proper performance of network monitoring, maintenance procedures and emergency restoration.
3. **Routine Maintenance.** Routine Maintenance is maintenance and repairs that Vero deems necessary to ensure proper functioning of the Vero network, Vero shall perform routine and preventative maintenance, including route patrol and all cable and locate activities as a part of the local "Call Before You Dig" program. Planned network maintenance that does or does not potentially involve the disruption of functionality of the Service is also considered Routine Maintenance. The nature of such a planned Routine Maintenance activity is such that it can be pre-scheduled so as to allow notification to Customer as appropriate. The Vero NOC will generally conduct such planned Routine Maintenance outside normal working hours anytime between 12:00 AM to 6:00 AM (local time) seven (7) days a week. Vero will use commercially reasonable efforts to provide Customer with ten (10) business days prior notice of Routine Maintenance that is service affecting and five (5) business days prior notice of Routine Maintenance that is not service affecting. All maintenance other than Routine Maintenance as described above shall be deemed to be Non-Routine Maintenance.
4. **Non-Routine & Emergency Maintenance.** Non-Routine Maintenance is repair, restoration or maintenance that restores the functionality of the Services. For any Non-Routine and/or emergency Maintenance (including, but not limited to, repairs required due to cable cuts, fires, remodeling work or other acts of third parties or Force Majeure events), Customer will first use commercially reasonable efforts to determine that any disruption in the functionality of the Service is not on the Customer's side of the Demarcation Point. In the event Vero is required to respond to a perceived or actual interruption of Customer's service and it is determined that the interruption was the result of Customer's actions and/or equipment and not attributed to the failure of Vero's services, Vero reserves the right to charge the Customer the full amount of such Non-Routine Maintenance expense. After verifying that the problem is not on Customer's side of the Demarcation Point, Customer shall open a Trouble Case for Technical Support by contacting Vero Customer Support at (800) 691-8376 or submit a request at www.veronetworks.com.
5. **Fiber Optic Cable Repair & Restoration.** Following receipt of Customer's notification of a Trouble Case, Vero shall use its best efforts to respond on-site (if necessary) to the affected location(s) within two (2) hours of the initial Trouble Case, provided Vero has all necessary access to the Customer Location(s), including Customer's Premises. In the event of a cable failure, Vero shall use its best efforts to begin Service restoration within four (4) hours following identification of such failure. Vero shall use its best efforts to then restore the functionality of the Service no later than six (6) hours following initiation of restoration activities. During an outage Vero shall contact Customer on a regular basis, to update the status of restoration. Vero is responsible for ensuring that the maintenance personnel are properly trained and otherwise qualified to perform the maintenance on the Services. Customer shall procure for Vero reasonable 24x7x365 access to Customer's Location(s) for purposes of both Routine and Non-Routine Maintenance.
6. **Relocation.** Customer acknowledges and agrees that, after the Service Activation Date, Vero may be required (i) by any governmental authority under the power of eminent domain or otherwise, (ii) by the grantor or provider of any underlying right, (iii) by any other person having the authority to so require, or (iv) by the occurrence of any Force Majeure Event, to relocate a portion(s) of the Vero network.

ATTACHMENT 3**ADDITIONAL TERMS APPLICABLE TO UNIVERSALE SERVICE (E-RATE) CUSTOMERS**

Customer may seek funding through the Federal Universal Service Fund program known as "E- Rate" for some or all of the Services purchased under the Agreement. E- Rate is administered by the Schools and Libraries Division ("SLD") of the Universal Service Fund Administrative Company ("USAC") (sometimes collectively or individually referred to herein as "USAC/SLD" and/or "E-Rate Program"). The Federal Communications Commission ("FCC") has promulgated regulations that govern the participation in the E-Rate Program. Both parties agree to adhere to FCC regulations as well as the rules established by SLD and USAC regarding participation in the E- Rate Program. The eligibility or ineligibility of products or services for E-Rate funding is solely the responsibility of the Customer, USAC/SLD and/or the FCC. Vero makes no representations or warranties regarding such eligibility.

1. **Reimbursement of USAC/SLD.** If USAC/SLD seeks reimbursement from Vero of E-Rate funds as a result of Customer's failure to comply with the E-Rate rules or regulations, including Customer delays in submitting required forms or contracts; or, if USAC/SLD - determines that Service(s) that it had previously approved for discounts are not eligible and funds must be returned (other than as the result of Vero's failure to comply with the E-Rate requirements), then Customer shall reimburse Vero for any such funds Vero must return to USAC/SLD within ninety (90) days of notice from USAC/SLD seeking reimbursement. In addition, Customer agrees and acknowledges that a determination of ineligibility does not affect the obligations set forth in the Agreement, including those obligations related to payments, fees and early termination fees.
2. **Requested Information.** If requested, Customer will promptly provide Vero with final copies of the following E-Rate related materials (including all attachments) prepared by or for Customer: (i) Form 471 and Item 21 Attachment; if appropriate, (ii) Form 486; (iii) Form 500; (iv) Service Substitution Request; (v) Service Certification Form; and, (vi) Form 472-BEAR. If the Customer issues purchase orders, Customer shall clearly delineate between eligible and non-eligible Services on those orders.
3. **Service Substitutions and Suspension of Payments.** Vero will provide services and Service Components only as approved by the SLD and may suspend activities pending approval of service substitution requests. Insofar as Vero services are being reimbursed with E-Rate funds and Vero becomes aware that USAC/SLD has suspended payment resulting from a possible program rule violation or breach of the Agreement by Customer and, accordingly, suspension of services, Vero may continue Services upon execution of an agreement mutually satisfactory to both parties.
4. **Non-Appropriations.** By executing the Agreement and ordering Services, Customer warrants that Customer has funds appropriated and available to pay all amounts due hereunder through the end of Customer's current fiscal period. Customer further agrees to request all appropriations and funding necessary to pay for the Services for each subsequent fiscal period through the end of the Initial Term. In the event Customer is unable to obtain the necessary appropriations or funding for the Service(s), Customer may terminate the Service(s) upon the following conditions: (i) Customer has taken all actions necessary to obtain adequate appropriations or funding; (ii) despite Customer's best efforts funds have not been appropriated and are otherwise unavailable to pay for the Service(s); and (iii) Customer has negotiated in good faith with Vero to develop revised terms, an alternative payment schedule or a new agreement to accommodate Customer's budget for such Service(s). No penalty shall accrue to Customer in the event this provision is exercised, and Customer shall not be obligated or liable for any future payments due or any damages as a result of termination under this Attachment.

Attachment 4- Service Order



Customer Name: Stillwater Independent School District 16
Customer ID: 187460
Customer Location: Stillwater OK

Service Order ID: 187460-1
Service Order Date: 3/15/2024
SPI or BEAR:

Vero Fiber Networks, LLC
 PO Box 1110
 Boulder, CO 80306
 303-350-4060

Customer Info		Customer Authorized Agent Info	
Customer Name:	Stillwater Independent School District 16	Name:	Bryan Bloomer
Street Address:	314 S Lewis	Title:	Director of Technology Services
Street Address 2:		Phone (Primary):	405.707.5116
City/State:	Stillwater OK	Phone (Secondary):	
Zip:	74074	Email:	bbloomer@stillwaterschools.com

Product	Bandwidth	A Location	Z Location	Qty	Term (Months)	Monthly Recurring Charge	Non-Recurring Charge
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	Stillwater Junior High School 1900 N Skyline St Stillwater OK 74075	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	Stillwater Middle School 2200 S Sangre Rd Stillwater OK 74074	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	Skyline Elementary School 1402 E Sunrise Ave Stillwater OK 74075	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	Highland Park Elementary 400 S Drury St Stillwater OK 74074	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	Westwood Elementary School 502 S Kings St Stillwater OK 74074	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	Will Rogers Elementary School 1211 N Washington St Stillwater OK 74075	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	Richmond Elementary School 201 W Richmond Rd Stillwater OK 74075	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	Lincoln Alternative Academy 215 E 12th Ave Stillwater OK 74074	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	Sangre Ridge Elementary School 2500 S Sangre Rd Stillwater OK 74074	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	SPS Ag Facility 148 N Drury Stillwater OK 74074	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	SPS Administration 314 S Lewis St Stillwater OK 74074	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	Stillwater High School 1224 N Husband St Stillwater OK 74075	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	SPS Tech Office 1644 Cimarron Plaza Stillwater OK 74075	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	SPS Virtual Academy 308 W Franklin Ln Stillwater OK 74075	1	60	\$1,514.67	\$0.00
Leased Lit Fiber	10G	SPS North Operations Center 5021 N Perkins Rd Stillwater OK 74075	SPS Baseball/Softball Complex 962 E Alcott Ave Stillwater OK 74074	1	60	\$1,514.67	\$0.00
Subtotal						\$22,720.05	\$0.00
			Telecom Fees and Surcharges			\$1,238.24	\$0.00
Total						\$23,958.29	\$0.00

Special Terms and Conditions
NEW SITES- Vero will add any new future school sites at the same MRC per site as the ones listed above. Any NRC or special construction (if applicable) will be at the same cost per foot as the sites above. If Vero is unable to connect a new site within the MRC/NRC, and/or special construction costs, the district may file a new Form 470 to bid out those specific sites.

 This order is conditional upon receiving School Board Approval and a Funding Commitment Decision Letter from USAC.

Renewal Options	
Voluntary Renewals	Yes
Renewal terms:	3 optional renewals of 5 years each @ \$22,720.05

This Service Order is attached to and incorporated into the Master Services Agreement between Vero Fiber Networks, LLC (Vero) and Customer (the "Agreement"). The Services described in this Service Order are subject to the Terms and Conditions contained in the Agreement. To the extent of any conflict between the terms and conditions in this Service Order and the Agreement, the Service Order shall control. By signing this Service Order, you represent that you are the authorized Customer representative and the information above is true and correct. Each party may use electronic signature to sign this Service Order, provided the electronic signature method used by Customer is acceptable to Vero. "Acceptance" of this Service Order by Vero shall occur upon the earlier of (i) Vero's countersignature of this Service Order or (ii) Vero's installation of the Service described above at Customer's location. Customer agrees to utilize all Leased Lit Fiber connections for equal to or greater than 90% intrastate traffic. I acknowledge that I have read and understand the Agreement and General Terms.

Stillwater Independent School District 16	Vero
Signature:	Signature:
Print Name: Pamela Moore	Print Name:
Title: CEO	Title:
Date: 04.22.2024	Date:



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Michael Arnold, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 4P

Assemble Service Agreement with OSSBA

BOARD ACTION REQUESTED:

Consider and Vote to approve service agreement to implement electronic board packet (Assemble) thru OSSBA.

BACKGROUND INFORMATION:

Stillwater School District is moving to an online board packet system for meetings and agendas.

Agreement to Subscribe to the OSSBA Assemble Meeting Service

SECTION 1

This Agreement between the Stillwater Public Schools School District, hereafter "District" and the Oklahoma State School Boards Association, hereafter "OSSBA", provides as follows:

As part of the district's subscription to the OSSBA Assemble Meeting Service, OSSBA agrees to provide:

- Secure access to the OSSBA Assemble Meeting service for FY2024;
- Following initial subscription, in-district training of one (1) or more district representatives to serve as Meeting Manager and one (1) in-district training session of the Board on a schedule to be coordinated with OSSBA;

NOTE: OSSBA staff must provide Assemble training to board members, which may be accomplished in conjunction with district staff. Mileage/travel costs will not be charged for Board member training conducted in the district.

- Support and maintenance via phone and/or e-mail or online; and
- Periodic upgrades to the basic service, as determined by OSSBA, at no additional cost.

OSSBA agrees to review content and components of the OSSBA Assemble Meeting Service at least once annually. Other updates or revisions may occur at the sole discretion of OSSBA.

SECTION 2

The District hereby agrees to subscribe to the OSSBA Assemble Meeting Service. The Board agrees to pay a one-time set-up fee of \$1000 which fee will include use of the service for FY2024. Failure to pay the \$1000 fee in a timely manner will result in termination of the Assemble Meeting service for the school district. In such cases, OSSBA staff will notify the superintendent in writing in advance of disconnecting the service. The District agrees to pay an annual maintenance fee of \$3,000 to be billed July 1 each year for maintenance services and updates.

SECTION 3

Should OSSBA personnel be requested to provide additional services beyond those required for basic set-up and orientation as referenced in Section 1, in consideration of such services, the District agrees to pay to OSSBA the following:

1. \$50 per hour, including travel time, for the employee providing the service; and
2. Necessary and actual food, lodging, and mileage expenses of OSSBA staff associated with travel to and from the District. Mileage will be charged at the established OSSBA mileage reimbursement rate, based on the distance from OSSBA's office to the District.

The District agrees to provide to OSSBA the name of each individual designated by the District as a "Meeting Manager" in connection with the OSSBA Assemble service:

This document contains the entire agreement between the parties. OSSBA makes no warranty, express or implied, not expressly set out within this agreement. (Property of OSSBA statement)

Signature of Superintendent/designee

Date

Please make a copy of this document for your files and return the signed original to:

OSSBA Assemble Meeting Service
Attention: Anne Beck
2801 N Lincoln Boulevard
Oklahoma City, OK 73105
anneb@ossba.org





STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Michael Arnold, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 5A
Treasurer's Report

BOARD ACTION REQUESTED:
Consider and Vote to approve Treasurer's report as of April 30, 2024

BACKGROUND INFORMATION:
This monthly report provides month-to-date and year-to-date information on the current standings of the district's finances.

Fund 11 (General Fund)

Fiscal Year 2024 (July 1, 2023 - April 30, 2024)

Source of Income		Current Collected	Expected Revenue	YTD Collected	Difference
Local Sources	1110 - Ad Valorem C/Y	\$ 1,750,929.00	\$ 18,938,872.00	\$ 18,813,114.12	\$ (125,757.88)
	1120 - Ad Valorem P/Y	\$ 17,461.64	\$ 350,000.00	\$ 343,169.90	\$ (6,830.10)
	1130 - Revenue in Lieu of Taxes	\$ -		\$ 13,708.86	\$ 13,708.86
	1140 - TIFF	\$ -		\$ 9,951.43	\$ 9,951.43
	1230 - Summer School Tuition	\$ -	\$ 12,000.00	\$ -	\$ (12,000.00)
	1310 - Interest Earnings	\$ 138,779.95	\$ 280,000.00	\$ 867,235.15	\$ 587,235.15
	1350 - Interest on Taxes	\$ -		\$ 33,801.48	\$ 33,801.48
	1410 - Rental of School Facilities	\$ -		\$ -	\$ -
	1440 - Sales of Equipment, Services, and Materials	\$ -		\$ -	\$ -
	1510 - Insurance Loss Recoveries	\$ -		\$ 1,367.73	\$ 1,367.73
	1530 - Damage to School Property	\$ 50.00		\$ 50.00	\$ 50.00
	1590 - Miscellaneous Reimbursement	\$ 8,419.28	\$ 200,000.00	\$ 184,091.12	\$ (15,908.88)
	1660 - Mineral Royalties	\$ -	\$ 3,000.00	\$ -	\$ (3,000.00)
	1690 - All Other Miscellaneous Revenue	\$ -	\$ 5,000.00	\$ 1,734.14	\$ (3,265.86)
Total Local Sources		\$ 1,915,639.87	\$ 19,788,872.00	\$ 20,268,223.93	\$ 479,351.93



IS	2100 - County Four Mill	\$ 349,260.48	\$ 1,848,708.00	\$ 2,432,678.90	\$ 583,970.90
	2200 - Country Apportionment (Mortgage Tax)	\$ 12,977.13	\$ 369,553.00	\$ 182,706.95	\$ (186,846.05)
	2900 - Other Intermediate Sources	\$ -	\$ -	\$ 492,208.88	\$ 492,208.88
Total Intermediate Sources		\$ 362,237.61	\$ 2,218,261.00	\$ 3,107,594.73	\$ 889,333.73

Fiscal Year 2024 (July 1, 2023 - April 30, 2024)

		Current Collected	Expected Revenue	YTD Collected	Difference
State Sources	3110 - Gross Production Tax	\$ 12,399.30	\$ 326,859.00	\$ 175,765.87	\$ (151,093.13)
	3120 - Motor Vehicle Collections	\$ 262,819.49	\$ 2,547,564.00	\$ 2,036,688.18	\$ (510,875.82)
	3130 - Rural Electrification Administration Tax	\$ 20,712.65	\$ 192,395.00	\$ 172,164.32	\$ (20,230.68)
	3140 - State School Land Earnings	\$ 78,457.81	\$ 900,835.00	\$ 809,283.44	\$ (91,551.56)
	3150 - Vehicle Tax Stamp	\$ -	\$ 6,217.00	\$ 4,430.51	\$ (1,786.49)
	3160 - Farm Implement Tax	\$ 137.00	\$ 3,317.00	\$ 2,951.23	\$ (365.77)
	3210 - Foundation and Salary Incentive Aid	\$ 1,682,294.69	\$ 19,041,919.00	\$ 15,142,646.80	\$ (3,899,272.20)
	3250 - Education Flexible Benefit Allowance	\$ 455,381.06	\$ 5,530,134.00	\$ 4,109,042.40	\$ (1,421,091.60)
	3310 - Alternative and High Challenge Education	\$ -	\$ 177,096.00	\$ 141,227.21	\$ (35,868.79)
	3412 - National Board Certified Bonus	\$ -	\$ 84,000.00	\$ 80,000.00	\$ (4,000.00)
	3415 - Reading Sufficiency Act	\$ -	\$ 93,984.00	\$ 90,534.40	\$ (3,449.60)
	3420 - State Textbook	\$ -	\$ 390,673.00	\$ 391,321.70	\$ 648.70
	3440 - Driver Education	\$ -	\$ 3,630.00	\$ 3,135.00	\$ (495.00)
	3620 - State Land Reimbursement	\$ -	\$ -	\$ -	\$ -
	361 3690 - A.C.E.	\$ 30,708.19	\$ 72,782.00	\$ 30,708.19	\$ (42,073.81)
	190 3690 - MTSS Grant	\$ 50,000.00	\$ 24,560.00	\$ 275,000.00	\$ 250,440.00
	201 3690 - DPHHS Refugee	\$ 12,189.34	\$ 30,300.00	\$ 84,833.59	\$ 54,533.59
	3811 - Career Tech (Salary Assistance)	\$ -	\$ 63,460.00	\$ 31,730.00	\$ (31,730.00)
	3812 - Career Tech (Program Assistance)	\$ -	\$ 198,000.00	\$ 119,000.00	\$ (79,000.00)
	376 Safety/SRO Funding	\$ -	\$ 92,000.00	\$ -	\$ (92,000.00)
3892 - OK Education Lottery fund	\$ -	\$ -	\$ 14,587.00	\$ 14,587.00	
Total State Sources		\$ 2,605,099.53	\$ 29,779,725.00	\$ 23,715,049.84	\$ (6,064,675.16)

Fund 11 (General Fund)

Fiscal Year 2024 (July 1, 2023 - April 30, 2024)

		Current Collected	Expected Revenue	YTD Collected	Difference
Federal Sources	561 4140 - Federal - Title VII, Part A, Indian Education	\$ -	\$ 95,000.00	\$ 94,170.70	\$ (829.30)
	511 4210 - Federal - Title I	\$ 199,776.04	\$ 1,289,119.00	\$ 414,934.38	\$ (874,184.62)
	515 4210 - Federal - Title School Support	\$ -		\$ 67,349.96	\$ 67,349.96
	518 4210 - Federal - Title IA	\$ -		\$ -	\$ -
	541 4271 - Federal - Title II	\$ -	\$ 229,905.00	\$ 103,200.54	\$ (126,704.46)
	572 4281 - Federal - Title III Part A	\$ -	\$ 36,689.00	\$ 2,034.52	\$ (34,654.48)
	613 4310 - Federal - IDEA SPED Prof Dev	\$ 700.00	\$ 154,218.00	\$ 2,858.00	\$ (151,360.00)
	615 4310 - Federal - IDEA (Prof Dev)	\$ -		\$ 6,246.00	\$ 6,246.00
	618 4310 - Federal - IDEA 18-22 Yr Old Dev	\$ -		\$ 4,994.52	\$ 4,994.52
	621 4310 - Federal - IDEA	\$ -	\$ 1,491,319.00	\$ 720,361.62	\$ (770,957.38)
	625 4310 - Federal - IDEA Private School	\$ -		\$ 6,947.25	\$ 6,947.25
	628 4310 - Federal - IDEA ARP FlowThru	\$ -		\$ 1,269.03	\$ 1,269.03
	629 4310 - Federal - IDEA ARP Private School	\$ -	\$ 6,001.00	\$ 2,804.88	\$ (3,196.12)
	641 4340 - Federal - IDEA PreK	\$ -	\$ 33,167.00	\$ 33,166.96	\$ (0.04)
	642 4340 - Federal - IDEA PreK Private School	\$ -	\$ 58.00	\$ 28.92	\$ (29.08)
	552 4442 - Federal - Title IV A	\$ 8,419.28	\$ 109,375.00	\$ 33,860.48	\$ (75,514.52)
	587 4470 - Federal - Title VI Part B	\$ -	\$ 110,071.00	\$ 9,836.67	\$ (100,234.33)
	596 4480 - Federal - Title IX Homeless	\$ 9,629.04	\$ 78,694.00	\$ 31,985.11	\$ (46,708.89)
	721 4689 - Federal - CARES	\$ -		\$ -	\$ -
	722 4689 - Federal - Counselor Corp	\$ -	\$ 140,445.00	\$ 38,791.65	\$ (101,653.35)
723 4689 - Federal - COVID	\$ -		\$ -	\$ -	
725 4689 - Federal - Student Teacher	\$ 1,749.00		\$ 13,992.00	\$ 13,992.00	
787 4689 - Federal - Project Get Fit	\$ -		\$ 9,083.80	\$ 9,083.80	
misc	\$ -	\$ 37,139.00	\$ -	\$ (37,139.00)	
793 4689 - Federal - ESSER II	\$ -		\$ 749.12	\$ 749.12	
795 4689 - Federal - ARP Relief	\$ -	\$ 3,070,058.00	\$ -	\$ (3,070,058.00)	
796 4689 - Federal - ARP Homeless	\$ 5,412.48	\$ 85,508.00	\$ 12,334.84	\$ (73,173.16)	
797 4689 - Federal - ESSR III Homeless	\$ 883.56		\$ 8,783.03	\$ 8,783.03	
799 DUE FROM PRIOR YEAR	\$ -	\$ 2,631,177.00	\$ 2,862,138.47	\$ 230,961.47	
Total Federal Sources	\$ 226,569.40	\$ 9,597,943.00	\$ 4,481,922.45	\$ (5,116,020.55)	



Total Revenue FUND 11 - General Fund \$ 5,109,546.41 \$ 61,384,801.00 \$ 51,572,790.95 \$ (9,812,010.05)

Surplus Transferred Prior Year (Carryover/Fund Balance) \$ 4,592,995.36

Total Collections and Surplus \$ 56,165,786.31

Non-revenue Receipts	5120 - Return of Change	\$ -	\$ -
	5130 - Petty Cash	\$ -	\$ -
	5160 - Activity Fund Reimbursement	\$ -	\$ 8,661.53
	5600 - Correcting Entries	\$ -	\$ 1,268.21
	Subtotal		\$ 56,165,786.31

Warrants Paid \$ 45,015,248.64

Adjusted Cash Balance in Fund 11 (General Fund) \$ 11,150,537.67

STILLWATER PUBLIC SCHOOLS

General Fund Expenditures

	BUDGET	RANGE TO DATE	YTD	ENCUMBRANCES	END BUDGET
April 30, 2024					
LOCAL:	4,683,472.00	287,702.36	4,687,995.30	1,763,092.32	(1,767,615.62)
PAYROLL:	42,345,908.00	3,537,674.58	30,457,774.28	11,593,612.11	294,521.61
STATE/INTERM:	6,765,744.00	659,448.36	5,156,415.43	1,990,149.13	(380,820.56)
FEDERAL:	6,753,551.00	325,537.21	4,713,063.63	1,251,339.55	789,147.82
	60,548,675.00	4,810,362.51	45,015,248.64	16,598,193.11	(1,064,766.75)

Fiscal Year 2024 (July 1, 2023 - April 30, 2024)

Fund 21 (Building Fund)		Current Collected	Expected Revenue	YTD Collected	Difference
Fund 21	1110 - Ad Valorem C/Y	\$ 250,202.11		\$ 2,688,333.44	\$ 2,688,333.44
	1120 - Ad Valorem P/Y	\$ -		\$ 43,509.41	\$ 43,509.41
	1510 - Insurance Loss/Recovery	\$ 7,795.91		\$ 7,795.91	\$ 7,795.91
	1590 - Reimbursement Misc	\$ -	\$ 4,628,353.54	\$ 19,947.44	\$ (4,608,406.10)
	1690 - Misc Revenue	\$ -		\$ -	\$ -
	3160 - Farm Implement Tax	\$ 19.58		\$ 426.97	\$ 426.97
	3250 - Flex Benefit	\$ 21,255.04		\$ 245,949.37	\$ 245,949.37
	3435 - State - Redbud	\$ -		\$ 41,517.15	\$ 41,517.15
	6110 - Fund Balance Forward	\$ -		\$ 1,992,761.43	\$ 1,992,761.43
Total Revenue and Surplus FUND 21 - Building Fund		\$ 279,272.64	\$ 4,628,353.54	\$ 5,040,241.12	\$ 411,887.58

5600 - Correcting Entry	\$ -		\$ -	
Subtotal	\$ 279,272.64	\$ 4,628,353.54	\$ 5,040,241.12	
EXPENDITURES		SALARIES	BENEFITS	
TOTAL PAYROLL EXP	\$ 129,783.37	\$ 40,067.78		
TOTAL EXPENSE			\$ 1,785,679.46	

Adjusted Cash Balance in Fund 21 (Building Fund) \$ 3,254,561.66

Fiscal Year 2024 (July 1, 2023 - April 30, 2024)

Fund 22 (Child Nutrition Fund)		Current Collected	Expected Revenue	YTD Collected	Difference
Fund 22	1510 - Reimb - Insurance Loss Recov	\$ -		\$ -	\$ -
	1710 - Student Lunches, Breakfasts, Special Milk	\$ 78,746.51		\$ 650,768.99	\$ 650,768.99
	1720 - A la Carte	\$ 4,596.91		\$ 38,000.83	\$ 38,000.83
	1730 - Adult Lunches/Breakfasts	\$ 557.10		\$ 4,583.50	\$ 4,583.50
	1790 - Other District Revenue	\$ -	\$ 5,051,512.46	\$ 25,000.00	\$ (5,026,512.46)
	3250 - State Aid (Including FBA)	\$ 32,538.87		\$ 227,582.87	\$ 227,582.87
	3720 - State Matching	\$ 1,782.00		\$ 15,790.17	\$ 15,790.17
	4710 - Federal Reimbursement - Lunches	\$ 136,829.12		\$ 1,186,674.59	\$ 1,186,674.59
	4720 - Federal Reimbursement - Breakfasts	\$ 55,508.68		\$ 479,577.29	\$ 479,577.29
	4740 - Summer Food	\$ -		\$ 113,312.17	\$ 113,312.17
	4705 - Emergency Operation Cost Reimb	\$ -		\$ 147,760.03	\$ 147,760.03
	4706 - Federal P-EBT Local Admin Funds	\$ -		\$ -	\$ -
6110 - Fund Balance Forward	\$ -		\$ 1,997,511.35	\$ 1,997,511.35	
Total Revenue and Surplus FUND 22 - Child Nutrition Fund		\$ 310,559.19	\$ 5,051,512.46	\$ 4,886,561.79	\$ (164,950.67)

5000 - Non-revenue Receipts	\$ -		\$ 206.41	
Subtotal	\$ 310,559.19	\$ 5,051,512.46	\$ 4,886,768.20	
EXPENDITURES		SALARIES	BENEFITS	
TOTAL PAYROLL EXP	\$ 104,564.99	\$ 50,293.38		
TOTAL EXPENSE			\$ 3,112,628.77	

Adjusted Cash Balance in Fund 22 (Child Nutrition) \$ 1,774,139.43

Fiscal Year 2024 (July 1, 2023 - April 30, 2024)

Fund 41 (Sinking Fund)		Current Collected	Expected Revenue	YTD Collected	Difference
Fund 41	1110 - Ad Valorem C/Y	\$ 1,258,783.87		\$ 13,525,188.33	\$ 13,525,188.33
	1120 - Ad Valorem P/Y	\$ 10,413.17		\$ 233,550.87	\$ 233,550.87
		\$ 98.49		\$ 2,114.28	\$ -
	3160 - Farm Implement Tax	\$ -		\$ -	\$ 2,114.28
	5111 - Premium on Bonds Sold	\$ -		\$ -	\$ -
6110 Fund Balance Forward	\$ -		\$ 4,163,611.07	\$ 4,163,611.07	
Total Revenue and Surplus FUND 41 (Sinking Fund)		\$ 1,269,295.53	\$ -	\$ 17,924,464.55	\$ 17,924,464.55

5000 - Non-revenue Receipts (Excluding Return of Ass	\$ -		\$ -	
Subtotal	\$ 1,269,295.53	\$ -	\$ 17,924,464.55	
TOTAL EXP		\$ -	\$ 462,092.94	

Adjusted Cash Balance in Fund 41 (Sinking Fund) \$ 17,462,371.61



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Michael Arnold, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 5B

Receive Bond Expenditures and Revenues Report

BOARD ACTION REQUESTED:

None. This is an information only item.

BACKGROUND INFORMATION:

The monthly Bond Expenditures and Revenues Report for October 2023 provides an overview of the General Obligation Bond Issue approved on February 14, 2017 and the General Obligation Bond Issue approved on February 14, 2023.

Warrants issued for the \$74,000,000 bond issue (current proceeds of \$74,000,000) equal \$443,645.74 with total funds remaining of \$7,022,252.

Warrants issued for the \$195,000,000 bond issue (current proceeds of \$12,000,000) equal \$486,178.94 with total funds remaining of \$8,820,230.

2017 Bond Budget Worksheet

Authorized February 14th, 2017

4/30/2024

Fiscal Year	2023-24		BOND TO DATE		2017 BOND BUDGET
	bond sale 6/1/2023				
Sale	\$ 13,365,000		\$ 71,365,000		\$ 74,000,000
Transportation			\$ 2,635,000		
Bond Premium	\$ 541,094				
Issuance	\$ (222,278)				\$ (923,415)
Available Proceeds	\$ 13,683,816				\$ 73,076,585
Investments	\$ 25,992				\$ 495,892
TOTAL AVAILABLE PROCEEDS	\$ 13,709,808				\$ 73,572,478
Bond Line Items (non-construction)					
Budget	Budget	FY24 TO DATE	Exp Bond to Date		
Maint-Reno	\$ 1,750,000	\$ 1,411,633	\$ 8,018,096		\$ 8,356,463
Textbooks	\$ 553,064	\$ (16,768)	\$ 1,930,753		\$ 2,500,585
Technology	\$ 868,905	\$ 345,942	\$ 4,194,157		\$ 4,717,120
Security	\$ 486,801	\$ 79,971	\$ 593,170		\$ 1,000,000
Transportation	\$ 620,000	\$ 20,109	\$ 1,815,836		\$ 2,415,727
Band / Music	\$ 19,496	\$ -	\$ 235,191		\$ 254,687
2023 LRFP & Bond Services (33)			\$ 84,346		\$ 84,346
Total non-construction budget	\$ 4,298,266	\$ 1,840,887	\$ 16,871,549		\$ 19,328,928
Bond Construction Line Items					
Budget					
Westwood lease purchase pmts	\$ 13,102,560	\$ 13,102,560	\$ 25,363,864		\$ 25,363,864
sangre ridge construction	\$ -		\$ 4,694,489		\$ 4,694,489
80 other	\$ -		\$ 122,482		\$ 122,482
architect	\$ -		\$ 341,676		\$ 341,676
total project	\$ -		\$ 5,158,648		\$ 5,158,648
middle school construction	\$ -		\$ 7,709,816		\$ 7,709,816
81 other	\$ -		\$ 225,191		\$ 225,191
architect	\$ -		\$ 577,767		\$ 577,767
total project	\$ -		\$ 8,512,775		\$ 8,512,775
junior high construction	\$ -		\$ 8,523,216		\$ 8,523,216
82 other	\$ -		\$ 355,044		\$ 355,044
architect	\$ -		\$ 709,675		\$ 709,675
total project	\$ -		\$ 9,587,934		\$ 9,587,934
skyline construction	\$ -		\$ 2,483,504		\$ 2,483,504
85 SPS Contingency	\$ -		\$ 69,256		\$ 69,256
other	\$ -		\$ 111,700		\$ 111,700
architect	\$ -		\$ 87,250		\$ 87,250
total project	\$ -		\$ 2,751,710		\$ 2,751,710
Total Construction Budget	\$ 13,102,560	\$ 13,102,560	\$ 51,374,931		\$ 51,374,931
Total Bond Budget & Encumbrances					
Budget					
Non-Construction	\$ 4,298,266	\$ 1,840,887	\$ 16,871,549		\$ 19,328,928
Construction	\$ 13,102,560	\$ 13,102,560	\$ 51,374,931		\$ 51,374,931
Total budget	\$ 17,400,826	\$ 14,943,447	\$ 68,246,480		\$ 70,703,859

2023 Bond Budget Worksheet

Vote February 2023

4/30/2024

		2023-24	
		BUDGET	ACTUAL
		bond sale 6/1/2023	
Sale		\$ 12,000,000	\$ 12,000,000
Bond Premium		\$ 485,496	
Accrued Interest on Sale		\$ 23,333	
Less Exhibit A Cost of Issuance		\$ (148,849)	
Less Original Issue Discount		\$ (199,800)	
Less Underwriter's Discount		(71,400)	
Available Proceeds		\$ 12,088,780	
Investments		\$ -	
TOTAL AVAILABLE PROCEEDS		\$ 12,088,780	
DEPOSITED TO BOND FUND 32			\$ 11,851,151
Excess Net Premium to Sinking Fund:			\$ 214,296
Accrued Interest to Sinking Fund:			\$ 23,333
Bond Line Items (non-construction)			
Budget			
O&M		\$ 950,000	\$ 157,063
Deferred Maintenance (Roof and HVAC)		\$ 3,948,944	\$ 135,278
Athletics (Uniforms & Equipment Replacement)			
Academics & 1:1 Technology			\$ 4,183
Technology			
Safety & Security			
Transportation			
Band / Music (Instruments & Uniforms)			
Balance to total			
Total non-construction budget		\$ 4,898,944	\$ 296,524
Bond Construction Line Items			
Budget			
Bond Administration		\$ -	
New HS Funded w/LP	Bank Pmt - Construction	\$ -	
PROJECT 068	Bank Pmt - Land Purchase	\$ -	
	L/P Interest	\$ -	
	COI	\$ -	
	Construction - Direct	\$ -	
	A/E	\$ 5,400,000	\$ 2,734,397
	FF&E	\$ -	
	total project	\$ 5,400,000	\$ 2,734,397
Athletic Complex Phase 1	New construction	\$ -	
PROJECT 069	New A/E	\$ -	\$ -
	New FF&E	\$ -	
	Existing HS Ath Bldg Reno	\$ -	
	Existing HS City Gym Reno	\$ -	
	Pool	\$ -	
	total project	\$ -	\$ -
Total Construction Budget		\$ 5,400,000	\$ 2,734,397
Total Bond Budget & Encumbrances			
Budget 2023			
Non-Construction		\$ 4,898,944	\$ 296,524
Construction		\$ 5,400,000	\$ 2,734,397
Total budget		\$ 10,298,944	\$ 3,030,921



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mike Arnold, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 5C

Receive bids for the purchase of \$13,000,000 Combined Purpose General Obligation Bonds, Series 2024 of the District and vote to award said Bonds to the lowest bidder complying with the Notice of Sale and Instructions to Bidders or to reject all bids.

BOARD ACTION REQUESTED:

Motion to Award \$13,000,000 Combined Purpose General Obligation Bonds, Series 2024 of the District to the lowest bidder per recommendation from bond consultant.

BACKGROUND INFORMATION:

Bids were received until 11:00 am, Tuesday, May 14, 2024. A representative from Municipal Financial Services, Inc. (district bond consultant) will be present to summarize bids received and bring a recommendation of award.

MINUTES OF SALE OF 2024 BONDS

PURSUANT TO NOTICE GIVEN UNDER THE OPEN MEETING ACT, THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 16 OF PAYNE COUNTY, STATE OF OKLAHOMA (THE “SCHOOL DISTRICT”), MET IN REGULAR SESSION IN THE BOARD OF EDUCATION MEETING ROOM AT THE STILLWATER PUBLIC SCHOOLS ADMINISTRATION BUILDING, 314 S. LEWIS, STILLWATER, OKLAHOMA, 74074, ON THE 14TH DAY OF MAY, 2024, AT 6:30 O’CLOCK P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2024 was given in writing to the County Clerk of Payne County, Oklahoma, at 3:58 o’clock p.m. on the 11th day of October, 2023, and public notice of this meeting, setting forth the date, time, place and agenda was posted at ___ o’clock __.m. on the ___ day of May, 2024, by posting on the School District’s Internet website (www.stillwaterschools.com) the date, time, place and agenda for the meeting in accordance with [Section 3106.2 of Title 74](#) of the Oklahoma Statutes, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Title 25 Oklahoma Statutes § 311A(9)(b), the School District made the notice of a public meeting available to the public in the principal office of the public body (314 S. Lewis, Stillwater, Oklahoma, 74074) during normal business hours at least twenty-four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

It appearing that due and legal notice had been given that said School District would offer for sale on this date and at this hour and at this place its \$13,000,000 of Combined Purpose General Obligation Bonds, Series 2024 dated June 1, 2024 (the “Bonds”), maturing \$3,250,000 in two years from their date and \$3,250,000 annually each year thereafter until paid. The Board of Education proceeded to consider the bids received for the purchase of said Bonds. The following bids were received and considered by the Board of Education:

Bidders	True Interest Cost	Net Interest Cost	Premium
	__%	\$__	\$__
	__%	\$__	\$__
	__%	\$__	\$__

The Board required each bidder to submit with his/her bid a sum in cash or its equivalent, equal to two (2%) percent of the 2024 Bonds, and after due consideration of all bids received by the Board, a motion was made by _____ that the 2024 Bonds be awarded, sold and delivered to _____, upon fulfillment of the terms as set out in said contract and bid for the purchase of said 2024 Bonds. Said motion was seconded by _____ and was adopted by the following vote:

AYE:

NAY:

President, Board of Education

ATTEST:

Clerk, Board of Education

(SEAL)



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mike Arnold, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 5D

Consider and take action with respect to a Resolution providing for the issuance of Combined Purpose General Obligation Bonds, Series 2024 in the sum of \$13,000,000 by Independent School District Number 16 of Payne County, Oklahoma, authorized at an election duly called and held for such purpose; prescribing form of Bonds; providing for registration thereof; providing for levy of an annual tax for the payment of principal and interest on the same and fixing other details of the issue; approving the forms of a Continuing Disclosure Agreement and an Official Statement; and authorizing executions and actions necessary for the issuance and delivery of the Bonds.

BOARD ACTION REQUESTED:

Motion to Approve the Resolution Providing for the Issuance of Combined Purpose General Obligation Bonds, Series 2024 in the sum of \$13,000,000 by Independent School District Number 16 of Payne County, Oklahoma, Authorized at an Election Duly Called and Held for Such Purpose; Prescribing Form of Bonds; Providing for Registration Thereof; Providing for Levy of an Annual Tax for the Payment of Principal and Interest on the Same and Fixing Other Details of the Issue; Approving the Forms of a Continuing Disclosure Agreement and an Official Statement; and Authorizing Executions and Actions Necessary for the Issuance and Delivery of the Bonds

BACKGROUND INFORMATION:

A representative from Municipal Financial Services, Inc. (district bond consultant) will be present to address this item.

MINUTES AND RESOLUTION AUTHORIZING ISSUANCE OF 2024 BONDS

PURSUANT TO NOTICE GIVEN UNDER THE OPEN MEETING ACT, THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 16 OF PAYNE COUNTY, STATE OF OKLAHOMA (THE "SCHOOL DISTRICT"), MET IN REGULAR SESSION IN THE BOARD OF EDUCATION MEETING ROOM AT THE STILLWATER PUBLIC SCHOOLS ADMINISTRATION BUILDING, 314 S. LEWIS, STILLWATER, OKLAHOMA, 74074, ON THE 14TH DAY OF MAY, 2024, AT 6:30 O'CLOCK P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2024 was given in writing to the County Clerk of Payne County, Oklahoma, at 3:58 o'clock p.m. on the 11th day of October, 2023, and public notice of this meeting, setting forth the date, time, place and agenda was posted at ___ o'clock __.m. on the ___ day of May, 2024, by posting on the School District's Internet website (www.stillwaterschools.com) the date, time, place and agenda for the meeting in accordance with [Section 3106.2 of Title 74](#) of the Oklahoma Statutes, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Title 25 Oklahoma Statutes § 311A(9)(b), the School District made the notice of a public meeting available to the public in the principal office of the public body (314 S. Lewis, Stillwater, Oklahoma, 74074) during normal business hours at least twenty-four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

Thereupon, the President introduced a Resolution, which was read by title by the Clerk and upon motion by _____, seconded by _____, said Resolution was adopted by the following vote:

AYE:

NAY:

Said Resolution was thereupon signed by the President or Vice President, attested by the Clerk or Deputy Clerk, sealed with the seal of said School District and is as follows:

[Resolution Begins on Next Page]

RESOLUTION

A RESOLUTION PROVIDING FOR THE ISSUANCE OF COMBINED PURPOSE GENERAL OBLIGATION BONDS, SERIES 2024 IN THE SUM OF \$13,000,000 BY INDEPENDENT SCHOOL DISTRICT NUMBER 16 OF PAYNE COUNTY, OKLAHOMA, AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE; PRESCRIBING FORM OF BONDS; PROVIDING FOR REGISTRATION THEREOF; PROVIDING FOR LEVY OF AN ANNUAL TAX FOR THE PAYMENT OF PRINCIPAL AND INTEREST ON THE SAME AND FIXING OTHER DETAILS OF THE ISSUE; APPROVING THE FORMS OF A CONTINUING DISCLOSURE AGREEMENT AND AN OFFICIAL STATEMENT; AND AUTHORIZING EXECUTIONS AND ACTIONS NECESSARY FOR THE ISSUANCE AND DELIVERY OF THE BONDS.

WHEREAS, on the 14th day of February, 2023, pursuant to notice duly given, an election was held in Independent School District Number 16 of Payne County, Oklahoma, for the purpose of submitting to the registered qualified electors of such School District as Proposition No. 1, the question of the issuance of the bonds for said School District in the sum of \$190,000,000 to provide funds for the purpose of acquiring, constructing, equipping, repairing and remodeling school buildings, acquiring school furniture, fixtures and equipment and acquiring and improving school sites; or in the alternative to acquire all or a distinct portion of such property pursuant to a lease purchase arrangement (the “Building and Equipment Bonds”); and

WHEREAS, as shown by the Official Certificate of Votes by the County Election Board of Payne County, Oklahoma, at said election there were cast on Proposition No. 1 by the registered, qualified electors of said School District 4,389 votes, which 3,428 were in favor of and 961 were against the issuance of said Building and Equipment Bonds; and

WHEREAS, a lawful majority of the registered, qualified voters voting on Proposition No. 1 cast their ballots in favor of the issuance of said Building and Equipment Bonds, as certified by the Payne County Election Board, and the issuance thereof has been duly authorized; and

WHEREAS, on the 14th day of February, 2023, pursuant to notice duly given, an election was held in Independent School District Number 16 of Payne County, Oklahoma, for the purpose of submitting to the registered qualified electors of such District as Proposition No. 2, the question of the issuance of the bonds for said School District in the sum of \$5,000,000 to provide funds for the purpose of acquiring transportation equipment; or in the alternative to acquire all or a distinct portion of such property pursuant to a lease purchase arrangement (the “Transportation Equipment Bonds”); and

WHEREAS, as shown by the Official Certificate of Votes by the County Election Board of Payne County, Oklahoma, at said election there were cast on Proposition No. 2 by the registered, qualified electors of said School District 4,371 votes, which 3,520 were in favor of and 851 were against the issuance of said Transportation Equipment Bonds; and

WHEREAS, a lawful majority of the registered, qualified voters voting on Proposition No. 2 cast their ballots in favor of the issuance of said Transportation Equipment Bonds, as certified by the Payne County Election Board, and the issuance thereof has been duly authorized; and

WHEREAS, the Board of Education of the School District previously issued \$12,000,000 of Building and Equipment Bonds as part of its \$12,000,000 General Obligation Building Bonds, Series 2023 dated June 1, 2023; and

WHEREAS, there is currently authorized, yet unissued, \$178,000,000 of Building and Equipment Bonds (Proposition No. 1); and

WHEREAS, there is currently authorized, yet unissued, \$5,000,000 of Transportation Equipment Bonds (Proposition No. 2); and

WHEREAS, it is deemed advisable by the Board of Education of said School District at this time to issue an aggregate principal amount of \$12,520,000 of Building and Equipment Bonds (Proposition No. 1) to finance a portion of the Building and Equipment Bond projects; and

WHEREAS, it is deemed advisable by the Board of Education of said School District at this time to issue an aggregate principal amount of \$480,000 of Transportation Equipment Bonds (Proposition No. 2) to finance a portion of the Transportation Equipment Bond projects; and

WHEREAS, it is deemed advisable by the Board of Education of said School District to issue all of said bonds as a combined issue of bonds as authorized by Title 62, Oklahoma Statutes 2021, Sections 353 and 354, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 16 OF PAYNE COUNTY, OKLAHOMA:

SECTION 1. That pursuant to Title 62, Oklahoma Statutes 2021, Sections 353 and 354, as amended, with respect to the February 14, 2023, election authorization, the \$12,520,000 Building and Equipment Bonds and \$480,000 Transportation Equipment Bonds of said School District are hereby combined for purposes of sale and ordered and directed to be issued in accordance with the form as hereinafter set out, in the aggregate amount of Thirteen Million Dollars (\$13,000,000) which said Bonds shall be designated “Combined Purpose General Obligation Bonds, Series 2024”, shall be dated June 1, 2024, and shall become due and payable and bear interest from their date until paid as follows:

\$3,250,000 maturing on June 1, 2026 at ___% percent
\$3,250,000 maturing on June 1, 2027 at ___% percent
\$3,250,000 maturing on June 1, 2028 at ___% percent
\$3,250,000 maturing on June 1, 2029 at ___% percent

Such interest payable semi-annually on the 1st day of June and December of each year, commencing on the 1st day of June, 2025. The Bonds are issuable as registered Bonds in denominations of \$1,000.00 or integral multiples thereof, provided when a book entry system is utilized, the Bonds may be represented by one Bond for each maturity of Bonds.

SECTION 2. That each of said Bonds and the endorsements and certificates thereon shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF OKLAHOMA

INDEPENDENT SCHOOL DISTRICT NO. 16
OF PAYNE COUNTY, OKLAHOMA

COMBINED PURPOSE GENERAL OBLIGATION BOND, SERIES 2024

NO. _____ \$ _____

INTEREST RATE: _____% MATURITY DATE: June 1, 20__ DATED DATE: June 1, 2024 CUSIP: _____

KNOW ALL PERSONS BY THESE PRESENTS: That Independent School District Number 16 of Payne County, Oklahoma, a body corporate, hereby acknowledges itself indebted to and for value received, promises to pay the principal amount set forth above to the person named below:

or registered assigns (hereinafter called the “Registered Holder”), for the bond number set forth above, together with interest thereon at the rate specified hereon, from the date hereof until paid, payable semi-annually on the first day of June and the first day of December, respectively, in each year, beginning June 1, 2025.

The principal of and interest on this Bond are payable in lawful money of the United States of America which, at the time of payment, shall be legal tender for the payment of public and private debts. Payments of interest hereon shall be paid by check of BOKF, NA, Oklahoma City, Oklahoma, as Paying Agent/Registrar (herein called the “Bank”) payable to the order of the Registered Holder and mailed to the address shown in the Registration Record on or before the date on which each such payment is due. Payment of principal of this Bond shall be payable only upon surrender of this Bond to the Bank.

THE FULL FAITH, CREDIT, AND RESOURCES of said District are hereby irrevocably pledged to the payment of this Bond.

THIS BOND is one of an issue of like date and tenor, except as to date of maturity, rate of interest and denomination, totaling the principal sum of Thirteen Million Dollars (\$13,000,000) and is issued for the purpose of (i) acquiring, constructing, equipping, repairing and remodeling school buildings, acquiring school furniture, fixtures and equipment and acquiring and improving school sites (\$12,520,000), as described in a Resolution calling the election approved by the Board of Education of the District on November 8, 2022, and (ii) acquiring transportation equipment (\$480,000), as described in a Resolution calling the election approved by the Board of Education of the District on November 8, 2022, all within and for the benefit of the School District under Section 26, Article 10, of the Oklahoma Constitution, and Title 70, Article XV, Oklahoma Statutes 2021, and other statutes of the State supplementary and amendatory thereto.

The Bonds are not subject to optional redemption prior to maturity.

No person shall be entitled to any right or benefit provided in this Bond unless the name of such person is registered by the Bank as the Registrar of the School District on the Registration Record. This Bond shall be transferable only upon delivery of this Bond to the Registrar, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Bank, duly executed by the Registered Holder hereof or his/her attorney duly authorized in writing, and such transfer is registered on the Registration Record. The Registrar shall not be required to make such transfer after the fifteenth (15th) day of the month preceding any interest payment date until after said latter date. The name of the Registered Holder endorsed hereon shall be deemed the correct name of the owner of this Bond for all purposes whatsoever. The Registrar will keep the Registration Record open for registration of ownership of registered Bonds during its business hours. In the event of a change of Registrar for any reason, notice thereof shall be mailed, by registered or certified United States Mail, postage prepaid, to the Registered Holder at the address shown in the Registration Record, and such notice shall be effective on the date of mailing and sufficient as to all persons.

The Registered Holder of this Bond, upon request in writing pursuant to the book-entry-only system or if no longer in effect by surrender of this Bond to the Registrar prior to payment of the entire amount of principal hereof, shall be entitled to be issued, in exchange for this Bond, Bonds in aggregate principal amount equal to the unpaid principal of this Bond in registered Bonds identical herewith except as to respective denominations, in denominations of \$1,000.00 or integral multiples thereof except one denomination may be in such amount as needed to complete the issue.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required to be done, precedent to and in the issuance of this Bond have been properly done, happened and been performed in regular and due form and time as required by law, and that the total indebtedness of said School District, including this Bond, and the series of which it forms a part, does not exceed any constitutional or statutory limitation; and that due provision has been made for the collection of an annual tax sufficient to pay the interest on this Bond as it falls due and also to constitute a sinking fund for the payment of the principal hereof at maturity.

IN WITNESS WHEREOF, said School District has caused this Bond to be signed by the manual or facsimile signature of the President of the Board of Education, attested by the manual or facsimile signature of the Clerk and sealed with a manual or facsimile seal of the School District this 1st day of June, 2024.

(SEAL)

President, Board of Education

ATTEST:

Clerk, Board of Education

AUTHENTICATION CERTIFICATE

This Bond is one of the Bonds of the issue described in the Transcript of Proceedings prepared for this Bond issue, and is one of the Combined Purpose General Obligation Bonds, Series 2024 of Independent School District Number 16 of Payne County, Oklahoma.

Date of Registration
and Authentication

BOKF, NA

STATE OF OKLAHOMA)
)SS
COUNTIES OF PAYNE)
 NOBLE)

Authorized Officer

We, the undersigned, District Attorneys and County Clerks, respectively, of said Counties, in said State, in which the within named District is situated, hereby certify that the within Bond is one of a series of Bonds issued by the within named District pursuant to law, and that the entire issue of said Bonds is within the debt limit imposed upon said District by the Constitution and laws of the State of Oklahoma.

WITNESS our respective official hands and the seal of said Counties this _____ day of _____, 2024.

County Clerk, Payne County

District Attorney, District Number 8

County Clerk, Noble County

District Attorney, District Number 9

FORM OF ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and does hereby irrevocably constitute and appoint _____ attorney to transfer such Bond on the books kept for registration and transfer of the within Bond, with full power of substitution in the premises.

Dated: _____

Signature guaranteed by:

In the presence of:

LEGAL OPINION

STATE OF OKLAHOMA)
)SS
COUNTY OF PAYNE)

I, the undersigned, the duly qualified and acting Treasurer of the within named School District in said County and State, hereby certify that I have duly registered the within Bond in my office on this _____ day of _____, 2024.

WITNESS my hand the date above written.

Treasurer

STATE OF OKLAHOMA
OFFICE OF THE ATTORNEY GENERAL
BOND DEPARTMENT

_____, 2024

I HEREBY CERTIFY that I have examined a certified copy of the record of proceedings taken preliminary to and in the issuance of the within Bond; that such proceedings and such Bond show lawful authority for the issue and are in accordance with the forms and method of procedure prescribed and provided by me for the issuance of bonds of like kind and that said Bond is a valid and binding obligation according to its tenor and terms, and, under the provisions of Title 62, Oklahoma Statutes 2021, Sections 11, 13 and 14, as amended, requiring the certificate of the Bond Commissioner of the State of Oklahoma thereon, is incontestable in any court in the State of Oklahoma unless suit thereon shall be brought in a court having jurisdiction of the same within thirty days from the date of this approval of said Bond appearing in the caption hereto.

Attorney General, *Ex-Officio*
Bond Commissioner of the State of Oklahoma

SECTION 3. That each of said Bonds shall be signed by the manual or facsimile signature of the President of the Board of Education, have the corporate seal of said School District affixed thereto in manual or facsimile form, and be attested by the manual or facsimile signature of the Clerk of the Board of Education; that said officers are hereby authorized and directed to cause said Bonds to be prepared and to execute the same for and on behalf of said Board; have the same registered by the Treasurer of said School District, endorsed by the District Attorney(s) and County Clerk(s) and presented to the Attorney General, *Ex Officio* Bond Commissioner, together with a certified transcript of all proceedings had in connection with their issuance, for his/her approval and endorsement; that thereafter said Bonds shall be delivered to the purchasers, upon payment of the purchase price thereof, which shall not be less than par and accrued interest. The proceeds derived from the sale of said Bonds shall be placed in a separate special fund designated Building and Equipment Project Account (or name of similar import), with deposits to the Account for such purpose in the amounts of \$12,520,000 and \$480,000, less pro rata portions of the costs of issuance, and with said proceeds to be used solely for the purpose of providing funds for the purposes set out in the Bond in Section 2 hereof. The School District certifies and covenants that the proceeds of the Bonds will be used to acquire tangible property under Article 10, Section 26 of the Oklahoma Constitution, and that none of the proceeds of the Bonds described herein will be used to pay interest on any lease, lease-purchase contract, lease purchase installments or other obligations, nor will Bond proceeds be used in violation of applicable provisions of the Oklahoma Constitution and laws. The contracts attached hereto between the School District and the Financial Advisor, Bond Counsel, Disclosure Counsel and Paying Agent Bank, respectively, are hereby ratified and confirmed for fiscal year 2023/2024.

SECTION 4. Whenever any registered Bond or Bonds shall be exchanged for another registered Bond or Bonds of different denomination, the Paying Agent/Registrar shall cancel the Bond or Bonds surrendered in such exchange on the face thereof and on the Registration Record. If the supply of registered Bonds for making exchanges shall have been exhausted, the Paying Agent/Registrar shall cause additional registered Bonds to be prepared, at the expense of the School District. The School District covenants that upon request of the Paying Agent/Registrar, its appropriate officers promptly will execute such additional registered Bonds on behalf of the School District.

SECTION 5. The Paying Agent/Registrar for all registered Bonds issued pursuant to this Resolution shall maintain a Registration Record for the purpose of registering the name and address of the Registered Holder of each registered Bond. The Paying Agent/Registrar will keep the Registration Record open for registrations during its business hours. In the event of a change of Paying Agent/Registrar, notice thereof shall be mailed, registered or certified United States Mail, postage prepaid, to the Registered Holder of each registered Bond. The name and address of the Registered Holder as the same appears on the Registration Record shall be conclusive evidence to all persons and for all purposes whatsoever and no person other than the Registered Holder shown on the Registration Record shall be entitled to any right or benefit in relation to the Bond so registered; provided, that the foregoing shall not apply to any successor by operation of law of such Registered Holder. Registered Bonds shall be transferrable only upon delivery of such Bonds to the Paying Agent/Registrar, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent/Registrar, executed by the Registered Holder thereof or his/her attorney duly authorized in writing, and such transfer registered on the Registration Record. If the Form of Assignment of such Bonds is exhausted such Registered Bonds delivered to the

Paying Agent/Registrar for registration of transfer shall be canceled by the Paying Agent/Registrar on the face thereof and the Paying Agent/Registrar shall authenticate and deliver to the transferee Bonds in aggregate principal amount equal to the unpaid principal of the surrendered Bonds in new registered Bonds, in denominations of \$1,000.00 or integral multiples thereof except one Bond may be in an amount so as to complete the issue. The Paying Agent/Registrar shall not be obligated to make such transfer after the fifteenth (15th) day of the month preceding any interest payment date until after said latter date. The Record Date for the Bonds shall be the 15th day, whether or not such is a business day, of the calendar month preceding each interest payment date on the Bonds.

SECTION 6. There is hereby created and established a system of registration for uncertificated registered public obligations with respect to the Bonds as provided in the Registered Public Obligations Act of Oklahoma, Title 62 Oklahoma Statutes, Section 582(13)(b), whereby books shall be maintained on behalf of the School District by the Depository Trust Company, New York, New York, for the purpose of registration of transfer of the uncertificated registered public obligations with respect to the Bonds, which specify the persons entitled to the Bonds and the rights evidenced thereby shall be registered upon such books, and the President and Clerk (or in their absence or incapacity, the Vice-President and Deputy Clerk, respectively) are hereby authorized and directed to execute such documents and instruments as may be required to implement the foregoing system of registration.

SECTION 7. That beginning in the year 2024, a continuing annual tax sufficient to pay the interest on said Bonds when due and for the purpose of providing a sinking fund with which to pay the principal of said Bonds when due shall be and is hereby ordered levied upon all taxable property of said School District in addition to all other taxes, said sinking fund to be designated “Combined Purpose General Obligation Bonds, Series 2024 Sinking Fund.” Said tax shall be and is hereby ordered certified, levied and extended upon the tax rolls and collected by the same officers in the same manner and at the same time as the taxes for general purposes in each of said years are certified, levied, extended and collected; that all funds derived from said tax shall be placed in said sinking fund, which, together with all interest collected on same shall be irrevocably pledged to the payment of the interest on and principal of said Bonds when and as the same fall due.

SECTION 8. The Continuing Disclosure Agreement and Official Statement, forms of which are provided herewith and incorporated herein by reference, are hereby approved and the President and Clerk (or in their absence or incapacity, the Vice President and Deputy Clerk, respectively) are authorized to execute the Continuing Disclosure Agreement and the President or Vice President is authorized to sign the Official Statement for and on behalf of the School District.

A Continuing Disclosure Agreement, as a material inducement to the Purchaser(s) of the Bonds, in substantially the form of the draft thereof presented at the meeting at which this Resolution is adopted and to be dated the date of initial delivery of the Bonds, is hereby authorized to be executed and delivered by the President and Clerk (or in their absence or incapacity, the Vice President and Deputy Clerk, respectively). The School District hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Agreement. Notwithstanding any other provision of this Resolution, failure of the School District to comply with the Continuing Disclosure Agreement shall not be considered an event of default on the

Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the School District to comply with its obligations under this Section. “Continuing Disclosure Agreement” shall mean that certain Continuing Disclosure Agreement executed by the School District and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

The School District hereby covenants and agrees for the benefit of the Bondholders to provide annual financial information on the School District in accordance with the Continuing Disclosure Agreement and to provide, in a timely manner, notice of events specified in paragraph (b)(5)(i)(C) of Rule 15c2-12 promulgated by the Securities and Exchange Commission. The annual financial information and any notices of material events will be provided by the School District to the Municipal Securities Rulemaking Board via the Electronic Municipal Market Access System (“EMMA”) @ www.emma.msrb.org.

The School District authorizes the use of the Official Statement in connection with the sale of the Bonds by the purchasers thereof.

SECTION 9. The President, Vice President, Superintendent, Treasurer, Chief Financial Officer, Board Clerk or Deputy Clerk are hereby authorized and directed to execute, separately or jointly, and deliver such documents and take such other action as may be necessary or appropriate in order to effectuate the issuance, execution and delivery of the Bonds, including specifically, but not limited to, the Bond forms, tax or tax compliance documents, closing certificates, continuing disclosure or other security or securities-related documents, disbursement orders, or any other letter, representation or certification otherwise necessary and attendant to the issuance and delivery of the Bonds.

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ADOPTED AND APPROVED THIS 14TH DAY OF MAY, 2024.

(SEAL)

President, Board of Education

ATTEST:

Clerk, Board of Education



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 7A

Receive Bond 2023 Update.

BOARD ACTION REQUESTED:

This is an information item only. No board action is requested.

BACKGROUND INFORMATION:

Attached to this memo is an update on Bond 2023.

SPS BOND 2023 PROJECTS REPORT

05.14.2024



SPS OES IMPROVEMENTS

505 Architects finalized the Construction Documentation for the Phase 1 to allow SPS Technology Department to vacate their Cimmaron Plaza location and relocate to OES.

- Bid opening for subcontractor bids was held on 4/30 with good attendance.
- GMP Amendment is on the May Agenda for BOE review and approval.
- Pending GMP Amendment approval, Lippert Bros will begin construction later in May with Substantial Completion anticipated in October 2024.

DEFERRED MAINTENANCE PROJECTS

SPS Richmond HVAC and Roof Improvements/SPS JRHS HVAC and Roof Improvements Projects are in the Construction Phase.

- American Roofing has begun to submit submittals to 505 Architects for review.
- Richmond Elementary is scheduled for roof replacement to begin 5/20 and complete by end of June. Grading improvements are schedule for the month of June. HVAC replacement schedule is pending awaiting confirmation from manufacturers on delivery dates.
- JRHS is scheduled for roof replacement to begin 6/17 and complete bt mid August. HVAC replacement schedule is pending awaiting confirmation from manufacturers on delivery dates.

HS PHASE 1

Cimarron Plaza Demolition, Public Infrastructure Improvements and Electrical Switchgear (material only) construction has begun.

- Cimarron Plaza Demolition, Public Infrastructure Improvements and Electrical Switchgear (material only) are underway.
- Submittals have been received by 505 Architects and returned to Willowbrook.
- Demolition will occur over 3 phases. Phase 1 has begun; Phase 2 will begin June, and the Phase 3 in November after SPS IT has relocated to OES.

HS PHASE 1

Cimarron Plaza Demolition Photographs



HS PHASE 1

Cimarron Plaza Demolition Photographs



HS PHASE 1

Cimarron Plaza Demolition Photographs



HS PHASE 1

HS Phase 1 Construction Documents (CD) Phase was completed on schedule. Bidding Phase has begun.

- 505 Architects issued final sign/sealed Documents for the site and building on 5/3 to Willowbrook for bidding and construction, and to The City of Stillwater, Payne County Health Department, and the ICC 500 third party for permit reviews.
- Pre-bid meeting for interested Subcontractors is on 5.15 at 10am with the Bid Opening of Subcontractors bids on 5.29 at 2pm.
- At a June BOE Special meeting the Subcontractor bids will be presented to the BOE for consideration to award and to approve an Amendment for the GMP for the site and building.



STILLWATER HIGH SCHOOL







STILLWATER HIGH SCHOOL





ALUMNI

S



PIONEER BISTRO



PIONEER BISTRO

WE ARE PIONEERS

Stillwater High united,
working together,
We'll never ever fail you,
Victory will be ours. Rah! Rah!

The Stillwater High
Marching Band

PRESENTATION

505

ARCHITECTS

















02:37
HOME
AWAY
42
OF JALANDEH PIONEERS





STILLWATER PUBLIC SCHOOLS





STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 7B

Consider and Vote to Award Bids for the Stillwater Public Schools SPS OES North Building Renovations and SPS OES South Building Renovations.

<u>Description</u>	<u>Actual Bid</u>	<u>Bidder</u>
DEMOLITION	\$67,390	MIDWEST WRECKING
CAST-IN-PLACE	\$48,750	GELINO CCC
POLISHED CONCRETE	\$7,461	BRYAN'S FLOORING
MASONRY	\$30,000	CIA MASONRY
STRUCTURAL & MISC STEEL	\$7,940	LIPPERT BROS
MILLWORK /CASEWORK/ COUNTERTOPS	\$23,968	NEXSPACES
ROOF PATCH ALLOWANCE	\$5,000	ALLOWANCE
FRAMES/DOORS/HARDWARE	\$49,000	PIPER WEATHERFORD
DOORS & HARDWARE INSTALLATION	\$20,755	LIPPERT BROS
ENTRANCES/ STOREFRONT, GLAZING	\$13,500	LEE GLASS
GYPSUM BOARD ASSEMBLIES/ CEILINGS	\$89,385	CORONA DRYWALL
PAINTING	\$30,000	SILVA
TILING	\$13,580	AKIN BROTHERS
FLOORING	\$ 40,4 00	AKIN BROTHERS
FLOOR PREP ALLOWANCE	\$5,000	ALLOWANCE
RESINOUS FLOORING	\$34,602	BRYAN'S FLOORING
SPECIALTIES	\$14,698	CZARNIECKI
SPECIALTIES INSTALLATION	\$5,761	LIPPERT BROS
SIGNAGE ALLOWANCE	\$ 5, 000	ALLOWANCE
ROLLER WINDOW SHADES	\$12,910	RUSSELL INTERIORS
FIRE PROTECTION	\$36,900	KANSKE
TOTAL MECHANICAL	\$125,000	STOLHAND WELLS
ELECTRICAL	\$125,000	STOLHAND WELLS

BOARD ACTION REQUESTED:

Motion to Accept and Award Bids for the Stillwater Public Schools SPS OES North Building Renovations and SPS OES South Building Renovations.

BACKGROUND INFORMATION:

Bids for Stillwater Public Schools SPS OES North Building Renovations and SPS OES South Building Renovations were opened on April 30, 2024 at 2:00 p.m. The construction manager (Lippert Bros., Inc.) has examined all low bids, verified accuracy, and the bidders' ability to perform. They are now requesting approval of the lowest and best bids as listed above.

EXHIBIT A-1

Owner STILLWATER PUBLIC SCHOOLS
Project OES NORTH & SOUTH RENOVATIONS
Location Stillwater, OK
Bid Date 4/30/2024
PM Jason Mews



Lippert Bros., Inc.

GMP ESTIMATE

BASE BID	\$ 1,483,850	
ALT 1 - CHILLERS	\$ 164,506	LG CHILLERS
ALT 2 - BOILERS	\$ 66,766	LAARS BOILERS
ALT 3 - OH DOOR	\$ 46,866	
ALT 4 - MINI SPLITS	\$ 16,007	SPS TO PROVIDE (2) RACK UNITS
	\$ 1,777,996	

GMP ESTIMATE

	GENERAL REQUIREMENTS	\$ 246,156	
	THIRD PARTY TESTING	\$ 6,000	
	BUILDING PERMITS	\$ 350	
2.0	DEMOLITION	\$ 67,390	MIDWEST WRECKING
3.0	CAST-IN-PLACE	\$ 48,750	GELINO CCC
3.1	POLISHED CONCRETE	\$ 7,461	BRYAN'S FLOORING
4.0	MASONRY	\$ 30,000	CIA MASONRY
5.0	STRUCTURAL & MISC STEEL	\$ 7,940	LIPPERT BROS
6.0	MILLWORK / CASEWORK / COUNTERTOPS	\$ 23,968	NEXSPACES
	ROOF PATCH ALLOWANCE	\$ 5,000	ALLOWANCE
8.0	FRAMES / DOORS / HARDWARE	\$ 49,000	PIPER WEATHERFORD
	DOORS & HARDWARE INSTALLATION	\$ 20,755	LIPPERT BROS
8.1	ENTRANCES / STOREFRONT, GLAZING	\$ 13,500	LEE GLASS
8.2	OVERHEAD DOORS	\$ -	
9.0	GYPSUM BOARD ASSEMBLIES / CEILINGS	\$ 89,385	CORONA DRYWALL
9.1	PAINTING	\$ 30,000	SILVA
9.2	TILING	\$ 13,580	AKIN BROTHERS
9.3	FLOORING	\$ 40,400	AKIN BROTHERS
	FLOOR PREP ALLOWANCE	\$ 5,000	ALLOWANCE
9.4	RESINOUS FLOORING	\$ 34,602	BRYAN'S FLOORING
10.0	SPECIALTIES	\$ 14,698	CZARNIECKI
	SPECIALTIES INSTALLATION	\$ 5,761	LIPPERT BROS
	SIGNAGE ALLOWANCE	\$ 5,000	ALLOWANCE
	APPLIANCES	\$ -	BY OWNER
12.0	ROLLER WINDOW SHADES	\$ 12,910	RUSSELL INTERIORS
21.0	FIRE PROTECTION	\$ 36,900	KANSKE
22.0	PLUMBING	\$ -	
23.0	HVAC	\$ -	
24.0	TOTAL MECHANICAL	\$ 125,000	STOLHAND WELLS
26.0	ELECTRICAL	\$ 125,000	STOLHAND WELLS
27.0	COMMUNICATIONS	\$ 50,000	ALLOWANCE
28.0	FIRE ALARM	\$ 20,000	ALLOWANCE
28.1	ACCESS CONTROL	\$ 15,000	ALLOWANCE
	FURNITURE	\$ -	BY OWNER

Subtotal	\$ 1,149,505
Contingency (10%)	\$ 114,951
Owner Contingency (10%)	\$ 114,951
Construction Manager Fee (6.5%)	\$ 89,661
Builders Risk / Insurance	\$ 4,175
Bonds	\$ 10,607
Building Total	\$ 1,483,850

ALT 1 - CHILLERS

GMP ESTIMATE

	GENERAL REQUIREMENTS	\$	-	N/A IF COMPLETED IN TIME FRAME
24.1	ALTERNATES 1 & 2 - BOILERS & CHILLERS	\$	125,000	STOLHAND WELLS
26.0	ELECTRICAL	\$	3,890	STOLHAND WELLS
	CONTROLS COORDINATION ALLOWANCE	\$	10,000	ALLOWANCE
	CONTROLS	\$	-	BY OWNER

Subtotal	\$	138,890
Contingency (10%)	\$	13,889
Construction Manager Fee (6.5%)	\$	9,931
Builders Risk / Insurance	\$	621
Bonds	\$	1,176
Building Total	\$	164,506

ALT 2 - BOILERS

GMP ESTIMATE

	GENERAL REQUIREMENTS	\$	-	N/A IF COMPLETED IN TIME FRAME
24.1	ALTERNATES 1 & 2 - BOILERS & CHILLERS	\$	50,000	STOLHAND WELLS
26.0	ELECTRICAL	\$	1,370	STOLHAND WELLS
	CONTROLS COORDINATION ALLOWANCE	\$	5,000	ALLOWANCE
	CONTROLS	\$	-	BY OWNER

Subtotal	\$	56,370
Contingency (10%)	\$	5,637
Construction Manager Fee (6.5%)	\$	4,030
Builders Risk / Insurance	\$	252
Bonds	\$	477
Total	\$	66,766

ALT 3 - OH DOOR

GMP ESTIMATE

	GENERAL REQUIREMENTS	\$	1,401	
2.0	DEMOLITION	\$	2,500	MIDWEST WRECKING
5.0	STRUCTURAL & MISC STEEL	\$	15,065	LIPPERT BROS
8.2	OVERHEAD DOORS	\$	19,650	OHC OF STILLWATER
26.0	ELECTRICAL	\$	955	STOLHAND WELLS

Subtotal	\$	39,571
Contingency (10%)	\$	3,957
Construction Manager Fee (6.5%)	\$	2,829
Builders Risk / Insurance	\$	174
Bonds	\$	335
Total	\$	46,866

ALT 4 - MINI SPLITS

GMP ESTIMATE

	GENERAL REQUIREMENTS	\$	-	N/A IF COMPLETED IN TIME FRAME
23.0 or 24.0	HVAC OR TOTAL MECHANICAL	\$	-	
	PROVIDE/INSTALL WALL UNIT & INSTALL RACK UNITS	\$	9,560	STOLHAND WELLS
26.0	ELECTRICAL	\$	3,955	STOLHAND WELLS

Subtotal	\$	13,515
Contingency (10%)	\$	1,352
Construction Manager Fee (6.5%)	\$	966
Builders Risk / Insurance	\$	60
Bonds	\$	114
Total	\$	16,007



STILLWATER PUBLIC SCHOOLS

STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 7C

Consider and Vote to Accept Amendment 1 for the Guaranteed Maximum Price (GMP) proposed by Lippert Bros., Inc. for the SPS OES North Building Renovations and SPS OES South Building Renovations.

BOARD ACTION REQUESTED:

Motion to Accept Amendment 1 for the Guaranteed Maximum Price (GMP) proposed by Lippert Bros., Inc. for the SPS OES North Building Renovations and SPS OES South Building Renovations.

BACKGROUND INFORMATION:

Amendment 1 for the Guaranteed Maximum Price (GMP) includes the demolition and renovation of areas in the OES North and South buildings to allow for the relocation of Facilities/Maintenance and Child Nutrition to the South Building and Technology to the North Building.

AIA[®] Document A133[®] – 2019 Exhibit A

Guaranteed Maximum Price Amendment

This Amendment dated the _____ day of _____ in the year _____, is incorporated into the accompanying AIA Document A133[™]–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the 14th day of May in the year 2024 (the “Agreement”)
(In words, indicate day, month, and year.)

for the following **PROJECT:**
(Name and address or location)

SPS OES North Building Renovations
5021 North Perkins Road
Stillwater, Oklahoma 74075

SPS OES South Building Renovations
5005 North Perkins Road
Stillwater, Oklahoma 74075

THE OWNER:
(Name, legal status, and address)

Stillwater Public Schools
Independent School District No. 16 Payne County, Oklahoma
314 S Lewis Street
Stillwater, OK 74074

THE CONSTRUCTION MANAGER:
(Name, legal status, and address)

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, OK 73136

TABLE OF ARTICLES

A.1 GUARANTEED MAXIMUM PRICE

A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

ARTICLE A.1 GUARANTEED MAXIMUM PRICE

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201[™]–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed one million seven hundred seventy-seven thousand nine hundred ninety-six (\$1,777,996), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.
(Provide itemized statement below or reference an attachment.)

Reference Attachment A-1

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 Alternates

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

Item	Price
Reference Attachment A-1	

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
N/A		

§ A.1.1.6 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
N/A		

ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ A.2.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

The date of execution of this Amendment.

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

Acceptance of this Amendment, Asbestos Abatement Completed, Permit Issuance, and Receipt of Notice to Proceed.

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

Init.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Not later than () calendar days from the date of commencement of the Work.

By the following date: October 25, 2024 - barring any delays from items in A.2.1.

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
N/A	

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
N/A			

§ A.3.1.2 The following Specifications:

(Either list the Specifications here, or refer to an exhibit attached to this Amendment.)

Section	Title	Date	Pages
Reference Attachment A-2			

§ A.3.1.3 The following Drawings:

(Either list the Drawings here, or refer to an exhibit attached to this Amendment.)

Number	Title	Date
Reference Attachment A-3		

§ A.3.1.4 The Sustainability Plan, if any:

(If the Owner identified a Sustainable Objective in the Owner's Criteria, identify the document or documents that comprise the Sustainability Plan by title, date and number of pages, and include other identifying information. The Sustainability Plan identifies and describes the Sustainable Objective; the targeted Sustainable Measures; implementation strategies selected to achieve the Sustainable Measures; the Owner's and Construction Manager's roles and responsibilities associated with achieving the Sustainable Measures; the specific details about design reviews, testing or metrics to verify achievement of each Sustainable Measure; and the Sustainability Documentation required for the Project, as those terms are defined in Exhibit C to the Agreement.)

Title	Date	Pages
N/A		

Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:
(Identify each allowance.)

Item	Price
Roof Patch	\$5,000
Floor Prep	\$5,000
Signage	\$5,000
Communications	\$50,000
Fire Alarm	\$20,000
Access Control	\$15,000
Controls Coordination	\$15,000

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:
(Identify each assumption and clarification.)

Excludes extend building upgrades / code requirements beyond what is indicated on plans.

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:
(List any other documents or information here, or refer to an exhibit attached to this Amendment.)

Exhibits A-1, A-2, A-3.

ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:
(List name, discipline, address, and other information.)

Reference Attachment A-1 for Subcontractors and Suppliers.

This Amendment to the Agreement entered into as of the day and year first written above.

OWNER (Signature)
 Dr. Marshall Baker, Board of Education President
 (Printed name and title)



CONSTRUCTION MANAGER (Signature)
 T. M. Lippert, President
 (Printed name and title)

EXHIBIT A-1

Owner STILLWATER PUBLIC SCHOOLS
Project OES NORTH & SOUTH RENOVATIONS
Location Stillwater, OK
Bid Date 4/30/2024
PM Jason Mews



Lippert Bros., Inc.

GMP ESTIMATE

BASE BID	\$ 1,483,850	
ALT 1 - CHILLERS	\$ 164,506	LG CHILLERS
ALT 2 - BOILERS	\$ 66,766	LAARS BOILERS
ALT 3 - OH DOOR	\$ 46,866	
ALT 4 - MINI SPLITS	\$ 16,007	SPS TO PROVIDE (2) RACK UNITS
	\$ 1,777,996	

GMP ESTIMATE

	GENERAL REQUIREMENTS	\$ 246,156	
	THIRD PARTY TESTING	\$ 6,000	
	BUILDING PERMITS	\$ 350	
2.0	DEMOLITION	\$ 67,390	MIDWEST WRECKING
3.0	CAST-IN-PLACE	\$ 48,750	GELINO CCC
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4.0	MASONRY	\$ 30,000	CIA MASONRY
5.0	STRUCTURAL & MISC STEEL	\$ 7,940	LIPPERT BROS
6.0	MILLWORK / CASEWORK / COUNTERTOPS	\$ 23,968	NEXSPACES
	ROOF PATCH ALLOWANCE	\$ 5,000	ALLOWANCE
8.0	FRAMES / DOORS / HARDWARE	\$ 49,000	PIPER WEATHERFORD
	DOORS & HARDWARE INSTALLATION	\$ 20,755	LIPPERT BROS
8.1	ENTRANCES / STOREFRONT, GLAZING	\$ 13,500	LEE GLASS
8.2	OVERHEAD DOORS	\$ -	
9.0	GYPSUM BOARD ASSEMBLIES / CEILINGS	\$ 89,385	CORONA DRYWALL
9.1	PAINTING	\$ 30,000	SILVA
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9.3	FLOORING	\$ 40,400	AKIN BROTHERS
	FLOOR PREP ALLOWANCE	\$ 5,000	ALLOWANCE
9.4	RESINOUS FLOORING	\$ 34,602	BRYAN'S FLOORING
10.0	SPECIALTIES	\$ 14,698	CZARNIECKI
	SPECIALTIES INSTALLATION	\$ 5,761	LIPPERT BROS
	SIGNAGE ALLOWANCE	\$ 5,000	ALLOWANCE
	APPLIANCES	\$ -	BY OWNER
12.0	ROLLER WINDOW SHADES	\$ 12,910	RUSSELL INTERIORS
21.0	FIRE PROTECTION	\$ 36,900	KANSKE
22.0	PLUMBING	\$ -	
23.0	HVAC	\$ -	
24.0	TOTAL MECHANICAL	\$ 125,000	STOLHAND WELLS
26.0	ELECTRICAL	\$ 125,000	STOLHAND WELLS
27.0	COMMUNICATIONS	\$ 50,000	ALLOWANCE
28.0	FIRE ALARM	\$ 20,000	ALLOWANCE
28.1	ACCESS CONTROL	\$ 15,000	ALLOWANCE
	FURNITURE	\$ -	BY OWNER

Subtotal	\$ 1,149,505
Contingency (10%)	\$ 114,951
Owner Contingency (10%)	\$ 114,951
Construction Manager Fee (6.5%)	\$ 89,661
Builders Risk / Insurance	\$ 4,175
Bonds	\$ 10,607
Building Total	\$ 1,483,850

ALT 1 - CHILLERS

GMP ESTIMATE

	GENERAL REQUIREMENTS	\$ -	N/A IF COMPLETED IN TIME FRAME
24.1	ALTERNATES 1 & 2 - BOILERS & CHILLERS	\$ 125,000	STOLHAND WELLS
26.0	ELECTRICAL	\$ 3,890	STOLHAND WELLS
	CONTROLS COORDINATION ALLOWANCE	\$ 10,000	ALLOWANCE
	CONTROLS	\$ -	BY OWNER

Subtotal	\$	138,890
Contingency (10%)	\$	13,889
Construction Manager Fee (6.5%)	\$	9,931
Builders Risk / Insurance	\$	621
Bonds	\$	1,176
Building Total	\$	164,506

ALT 2 - BOILERS

GMP ESTIMATE

	GENERAL REQUIREMENTS	\$ -	N/A IF COMPLETED IN TIME FRAME
24.1	ALTERNATES 1 & 2 - BOILERS & CHILLERS	\$ 50,000	STOLHAND WELLS
26.0	ELECTRICAL	\$ 1,370	STOLHAND WELLS
	CONTROLS COORDINATION ALLOWANCE	\$ 5,000	ALLOWANCE
	CONTROLS	\$ -	BY OWNER

Subtotal	\$	56,370
Contingency (10%)	\$	5,637
Construction Manager Fee (6.5%)	\$	4,030
Builders Risk / Insurance	\$	252
Bonds	\$	477
Total	\$	66,766

ALT 3 - OH DOOR

GMP ESTIMATE

	GENERAL REQUIREMENTS	\$ 1,401	
2.0	DEMOLITION	\$ 2,500	MIDWEST WRECKING
5.0	STRUCTURAL & MISC STEEL	\$ 15,065	LIPPERT BROS
8.2	OVERHEAD DOORS	\$ 19,650	OHC OF STILLWATER
26.0	ELECTRICAL	\$ 955	STOLHAND WELLS

Subtotal	\$	39,571
Contingency (10%)	\$	3,957
Construction Manager Fee (6.5%)	\$	2,829
Builders Risk / Insurance	\$	174
Bonds	\$	335
Total	\$	46,866

ALT 4 - MINI SPLITS

GMP ESTIMATE

	GENERAL REQUIREMENTS	\$ -	N/A IF COMPLETED IN TIME FRAME
23.0 or 24.0	HVAC OR TOTAL MECHANICAL	\$ -	
	PROVIDE/INSTALL WALL UNIT & INSTALL RACK UNITS	\$ 9,560	STOLHAND WELLS
26.0	ELECTRICAL	\$ 3,955	STOLHAND WELLS

Subtotal	\$	13,515
Contingency (10%)	\$	1,352
Construction Manager Fee (6.5%)	\$	966
Builders Risk / Insurance	\$	60
Bonds	\$	114
Total	\$	16,007



EXHIBIT A-2

Printed on Fri May 3, 2024 at 10:41 am CDT

Job #: 1747 Stillwater Public Schools - OES North & South Building Renovations
 5021 / 5005 North Perkins Road
 Stillwater, Oklahoma 74075

Lippert Bros., Inc.

Current Specifications

Number	Description	Revision	Issued Date	Received Date	Set
00 - Procurement and Contracting Requirements					
000000	COVER & TABLE OF CONTENTS	0	02/19/24	02/19/24	Issue 01 - Bid Set
000001	PROJECT DIRECTORY	0	02/19/24	02/19/24	Issue 01 - Bid Set
000003	SPECIFICATION INDEX	0	02/19/24	02/19/24	Issue 01 - Bid Set
000500	CONSTRUCTION MANAGER'S MANUAL	0	04/04/24	04/04/24	Construction Manager Manual
000501	ADDENDUM #001 - DATED 04/24/2024	0	04/24/24	04/24/24	Addendum #01
000502	ADDENDUM #002 - DATED 04/26/2024	0	04/26/24	04/26/24	Addendum #02
01 - General Requirements					
01.7839	PROJECT RECORD DOCUMENTS	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.1000	SUMMARY	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.2300	ALTERNATES	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.2500	SUBSTITUTION PROCEDURES	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.2600	CONTRACT MODIFICATION PROCEDURES	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.2900	PAYMENT PROCEDURES	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.3100	PROJECT MANAGEMENT AND COORDINATION	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.3200	CONSTRUCTION PROGRESS DOCUMENTATION	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.3233	PHOTOGRAPHIC DOCUMENTATION	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.3300	SUBMITTAL PROCEDURES	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.4000	QUALITY REQUIREMENTS	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.4200	REFERENCES	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.5000	TEMPORARY FACILITIES AND CONTROLS	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.6000	PRODUCT REQUIREMENTS	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.7300	EXECUTION	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.7419	CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.7700	CLOSEOUT PROCEDURES	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.7823	OPERATION AND MAINTENANCE DATA	0	02/19/24	02/19/24	Issue 01 - Bid Set
01.7900	DEMONSTRATION AND TRAINING	0	02/19/24	02/19/24	Issue 01 - Bid Set
02 - Existing Conditions					
024119	SELECTIVE DEMOLITION	0	02/19/24	02/19/24	Issue 01 - Bid Set
03 - Concrete					
033520	SPECIAL CONCRETE FINISHES	0	02/19/24	02/19/24	Issue 01 - Bid Set
033543	POLISHED CONCRETE FINISHING	0	02/19/24	02/19/24	Issue 01 - Bid Set
06 - Wood, Plastics, and Composites					



Lippert Bros., Inc.

Printed on Fri May 3, 2024 at 10:41 am CDT
 Job #: 1747 Stillwater Public Schools - OES North & South Building Renovations
 5021 / 5005 North Perkins Road
 Stillwater, Oklahoma 74075

Number	Description	Revision	Issued Date	Received Date	Set
061000	ROUGH CARPENTRY	0	02/19/24	02/19/24	Issue 01 - Bid Set
064113	WOOD-VENEER-FACED ARCHITECTURAL CABINETS	0	02/19/24	02/19/24	Issue 01 - Bid Set
066400	PLASTIC PANELING	0	02/19/24	02/19/24	Issue 01 - Bid Set
07 - Thermal and Moisture Protection					
079200	JOINT SEALANTS	0	02/19/24	02/19/24	Issue 01 - Bid Set
079219	ACOUSTICAL JOINT SEALANTS	0	02/19/24	02/19/24	Issue 01 - Bid Set
08 - Openings					
081113	HOLLOW METAL DOORS AND FRAMES	0	02/19/24	02/19/24	Issue 01 - Bid Set
081416	FLUSH WOOD DOORS	0	02/19/24	02/19/24	Issue 01 - Bid Set
083323	OVERHEAD INSULATED COILING DOORS	0	02/19/24	02/19/24	Issue 01 - Bid Set
084113	ALUMINUM-FRAMED ENTRANCES AND STOREFRONTS	0	02/19/24	02/19/24	Issue 01 - Bid Set
087100	DOOR HARDWARE	0	02/19/24	02/19/24	Issue 01 - Bid Set
088000	GLAZING	0	02/19/24	02/19/24	Issue 01 - Bid Set
09 - Finishes					
092216	NON-STRUCTURAL METAL FRAMING	0	02/19/24	02/19/24	Issue 01 - Bid Set
092900	GYPSUM BOARD	0	02/19/24	02/19/24	Issue 01 - Bid Set
093013	CERAMIC TILING	0	02/19/24	02/19/24	Issue 01 - Bid Set
095113	ACOUSTICAL PANEL CEILINGS	0	02/19/24	02/19/24	Issue 01 - Bid Set
096513	RESILIENT BASE AND ACCESSORIES	0	02/19/24	02/19/24	Issue 01 - Bid Set
096723	RESINOUS FLOORING	0	04/24/24	04/24/24	Addendum #01
096813	TILE CARPETING	0	02/19/24	02/19/24	Issue 01 - Bid Set
099123	INTERIOR PAINTING	0	02/19/24	02/19/24	Issue 01 - Bid Set
10 - Specialties					
102113.19	PLASTIC TOILET COMPARTMENTS	0	02/19/24	02/19/24	Issue 01 - Bid Set
102600	WALL PROTECTION	0	02/19/24	02/19/24	Issue 01 - Bid Set
102800	TOILET ACCESSORIES	0	02/19/24	02/19/24	Issue 01 - Bid Set
104413	FIRE PROTECTION CABINETS	0	02/19/24	02/19/24	Issue 01 - Bid Set
104416	FIRE EXTINGUISHERS	0	02/19/24	02/19/24	Issue 01 - Bid Set
11 - Equipment					
113100	RESIDENTIAL APPLIANCES	0	02/19/24	02/19/24	Issue 01 - Bid Set
12 - Furnishings					
122413	ROLLER WINDOW SHADES	0	02/19/24	02/19/24	Issue 01 - Bid Set
123661.16	FABRICATED COUNTERTOPS	0	02/19/24	02/19/24	Issue 01 - Bid Set
28 - Electronic Safety and Security					
281500	INTEGRATED ACCESS CONTROL HARDWARE DEVICES	0	02/19/24	02/19/24	Issue 01 - Bid Set



EXHIBIT A-3

Printed on Fri May 3, 2024 at 10:43 am CDT

Job #: 1747 Stillwater Public Schools - OES North & South Building Renovations
 5021 / 5005 North Perkins Road
 Stillwater, Oklahoma 74075

Lippert Bros., Inc.

Current Drawings

Drawing No.	Drawing Title	Revision	Drawing Date	Received Date	Set
General					
CS	COVER SHEET	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
G001	GENERAL INFORMATION	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
G002	CODE ANALYSIS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
G003	ACCESSIBILITY REQUIREMENTS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
Architectural Demolition					
D101	DEMOLITION PLAN - NORTH BLDG	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
D102	DEMOLITION PLAN - SOUTH BUILDING	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
Architectural					
A101	REFERENCE PLAN - NORTH BUILDING	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
A102	DIMENSION PLAN - NORTH BUILDING	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
A103	REFERENCE PLAN - SOUTH BUILDING	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
A104	DIMENSION PLAN - SOUTH BUILDING	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
A121	REFLECTED CEILING PLAN - NORTH	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
A123	REFLECTED CEILING PLAN - SOUTH	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
A401	ENLARGED RESTROOM PLANS - NORTH AND SOUTH	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
A402	SECTIONS AND FINISH LEGEND	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
A621	PARTITION TYPES AND DOOR SCHEDULE	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
Structural					
S001	GENERAL NOTES	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
S002	GENERAL NOTES	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
S003	SPECIAL INSPECTIONS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
S101	FOUNDATION PLAN	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
S102	FOUNDATION PLAN	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
S501	DETAILS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
S502	DETAILS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
Mechanical					
M001	MECHANICAL NOTES SYMBOLS AND ABBREVIATIONS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
M002	MECHANICAL SPECIFICATIONS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
M003	MECHANICAL SPECIFICATIONS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
M101	HVAC DEMOLITION PLANS - NORTH	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
M102	HVAC PLANS - NORTH BUILDING	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
M103	HVAC DEMOLITION PLANS - SOUTH	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
M104	HVAC PLANS - SOUTH BUILDING	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)



Lippert Bros., Inc.

Printed on Fri May 3, 2024 at 10:43 am CDT
 Job #: 1747 Stillwater Public Schools - OES North & South Building Renovations
 5021 / 5005 North Perkins Road
 Stillwater, Oklahoma 74075

Drawing No.	Drawing Title	Revision	Drawing Date	Received Date	Set
M401	MECHANICAL DETAILS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
M501	MECHANICAL SCHEDULES	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
Electrical					
E001	ELECTRICAL SYMBOLS	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
E002	ELECTRICAL GENERAL NOTES AND NUMBERED NOTES	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
E003	LIGHTING FIXTURE SCHEDULE AND WIRING DIAGRAMS	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
E004	ELECTRICAL SPECIFICATIONS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
E005	ELECTRICAL SPECIFICATIONS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
E006	ELECTRICAL SPECIFICATIONS	0	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
E007	ELECTRICAL SPECIFICATIONS	0	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
E101	POWER PLANS - NORTH BUILDING	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
E102	POWER PLANS - SOUTH BUILDING	1	04/24/2024	04/24/2024	Addendum #001 (04/24/24)
E201	LIGHTING PLANS - NORTH BUILDING	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
E202	LIGHTING PLANS - SOUTH BUILDING	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
Plumbing					
P001	PLUMBING NOTES, SYMBOLS AND ABBREVIATIONS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
P101	PLUMBING DEMOLITION PLANS -	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
P102	PLUMBING PLANS - NORTH BUILDING	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
P103	PLUMBING DEMOLITION PLANS -	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
P104	PLUMBING PLANS - SOUTH BUILDING	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
P401	PLUMBING DETAILS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
P501	PLUMBING SCHEDULES	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
Fire Protection					
F001	FIRE PROTECTION NOTES, SYMBOLS AND ABBREVIATIONS	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
F101	FIRE PROTECTION PLANS - NORTH	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)
F102	FIRE PROTECTION PLANS - SOUTH	0	02/19/2024	02/19/2024	Issue 01 - Bid Set (02/19/24)



STILLWATER PUBLIC SCHOOLS

STILLWATER BOARD OF EDUCATION

PREPARED BY: Bo Gamble, Assistant Superintendent of Operations
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 7D

Consider and Vote to Assign Bids to Lippert Bros. Inc. for the SPS OES North Building Renovations and SPS OES South Building Renovations.

BOARD ACTION REQUESTED:

Motion to Assign Bids to Lippert Bros. Inc. for the SPS OES North Building Renovations and SPS OES South Building Renovations.

BACKGROUND INFORMATION:

Bids for Stillwater Public Schools OES North Building Renovations and SPS OES South Building Renovations were opened on April 30, 2024, at 2:00 p.m. With approval bids will be assigned to Lippert Bros., Inc. for the securing of the low bid contractors to complete the SPS OES North Building Renovations and SPS OES South Building Renovations.



STILLWATER PUBLIC SCHOOLS

STILLWATER BOARD OF EDUCATION

PREPARED BY: Uwe Gordon, Superintendent
APPROVED BY: Uwe Gordon, Superintendent
DATE: May 14, 2024

AGENDA ITEM: 8A

Receive Policy First Reading :

- 1) DE Salaries and Expenses
- 2) EMI Moment of Silence
- 3) EFEAA Artificial Intelligence Systems and Tools Use In the School District
- 4) EHBDBB Parental Involvement, Parent's Bill of Rights
- 5) FDAAA Electronic Signatures
- 6) FL Student Records

BOARD ACTION REQUESTED:

This is information only. No board action is requested.

BACKGROUND INFORMATION

The district is in an ongoing process of updating policies and procedures in accordance with Oklahoma law and/or current practices. The Policy Review Committee met on Apr 23, 2024 to review policy revisions as recommended by the administration. Details regarding these policies are listed below.

DE –Salaries and Expenses

Policy DE outlines methods and procedures for employee compensation. This draft updates the language describing SPS methods for distributing paper payroll checks during summer hours. In addition, the language has been updated to clarify that federally funded compensation must also have federal and state withholdings, and we do so in a way that is consistent with federal payroll laws.

(Source: Dr. Janet Vinson)

EMI – Moment of Silence

The language for this policy update was provided by OSSBA, and includes that all staff are expected to adhere to providing an opportunity for a moment of silence. It also provides legal support through the office of the Attorney General should anyone file a lawsuit against the district for providing the opportunity for a moment of silence.

(Source: Dr. Janet Vinson)

EFEEA – Artificial Intelligence Systems and Tools Use In the School District

Artificial intelligence is changing business, workforce preparation, and education. OSSBA believes it is important for districts to have clear policies in place to ensure districts are embracing the potential of technological advances while ensuring responsible and ethical use of artificial intelligence tools by employees and students.

The proposed policy addresses student and employee use, data privacy and security, and the importance of considering AI within the context of high-quality education practices. (Source:OSSBA Newsletter)

EHBDBB - Parental Involvement, Parents' Bill of Rights

Current policy language was unclear and incomplete in the need to provide health and hygiene presentations to elementary students. This edit clarifies that both 4th and 5th grade boys and girls will receive this information annually.

(Source: Dr. Janet Vinson)

FDAAA –Electronic Signatures

This is a new policy provided by OSSBA that coincides with FL in the governance of the use of electronic signatures. The policy defines electronic signatures, the legal acceptable use of electronic signatures and how the district will use them.

(Source: Dr. Janet Vinson)

FL – Student Records

FDAAA provides the legal grounds to use an electronic signature as a legal signature. We have been using online enrollment for several years, and the need for a policy that allows electronic signatures as a legally binding signature for enrollment has been ongoing.

(Source: Dr. Janet Vinson)

SALARIES AND EXPENSES

Salaries of all employees shall be determined by the board.

Payday is always on the last working day of the month. Paper checks will be ~~sent to the school sites on~~ available at central office payday. Direct deposit is available.

All full-time employees will be paid on a twelve-month basis. All employee compensation shall be addressed in an employment contract. Employee compensation shall be reasonable for the services rendered. All employee compensations will consistently apply to positions funded through federal funding as non-federally funded positions.

The board shall also provide for a staff leave program and reimbursement of approved expenses.

Support Personnel

The Stillwater Board of Education believes that support personnel should be rewarded for their service. Therefore, the district will attempt to pay competitive salaries for the community in which the district is located and will make efforts to exceed those salaries whenever possible.

Support salary schedules are in Stillwater Public Schools, Support Negotiations Contract.

Certified Personnel

The Stillwater Board of Education believes that student instruction is the lifeblood of a school district and that teachers should be rewarded for their service. Therefore, the district will comply with all state teacher salary requirements and will make efforts to exceed those requirements whenever possible.

Certified teacher salary schedules are in Stillwater Public Schools, Master Contract.

All administrators, when employed, will be placed on the appropriate step of the administrators' salary schedule. Upon approval by the board, newly hired administrators may be placed on the salary schedule based upon individual building criteria such as enrollment, supervision of extracurricular activities, number of teachers, length of school year contract, etc.

REFERENCE: 70 O.S. §1-110
70 O.S. §6-106
ECFR 2 C.F.R. §200.430(a)(1)
Atty. Gen. Op. No. 84-87 (July 24, 1984)
Negotiated Agreement

CROSS-REFERENCE: Policy BJCA, Term of Office and Salary of Superintendent

MOMENT OF SILENCE

Each school site within the district shall observe a moment 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 select which of these behaviors they will engage in during the moment of silence. These options will also be included in the student handbooks.

Students will be informed that the moment of silence is to reflect, meditate, pray or engage in other silent activity. An adult from a central location will read a standard statement, **and all personnel are to afford these options to all students**. Teachers will not make the announcement in a room-by-room approach.

The standard statement is:

Announce this: "As we begin (or end) another day, we will pause for a moment of silence." Pause for silence.

Announce this: "This concludes (or ends) the moment of silence."

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 (5) five 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**

ARTIFICIAL INTELLIGENCE SYSTEMS AND TOOLS USE IN THE SCHOOL DISTRICT

The introduction of AI offers unprecedented opportunities for enhancing teaching methods, expanding learning resources, and fostering innovative educational experiences. However, Artificial Intelligence (“AI”) also presents unique risks, challenges, and responsibilities, particularly in terms of ethical use, data privacy and security, and the accuracy and integrity of academic work.

This policy serves to responsibly harness the potential of these AI technologies while also safeguarding the interests and well-being of our students, teachers, and professional staff. Through this policy, the district endeavors to (i) prepare our students, teachers, and professional staff for the future and (ii) equip them with the knowledge and skills to use these systems and tools wisely and ethically. The district will continue to support our teachers in incorporating AI into their teaching practices in ways that enrich the teaching and learning experience while upholding the district’s educational standards and values.

1. AI systems and tools must comply with data privacy and security laws and policies.
2. AI systems and tools will serve to enhance the district’s commitment to high-quality learning.
3. Safeguards are essential to the use of AI systems and tools to minimize bias, promote fairness, and preserve the rigor and integrity of learning.
4. The use of AI systems and tools by students, teachers and professional staff must account for the context of teaching and learning and should be adopted, implemented and utilized in ways that maximize equity of access, use and benefit.

Student Use Guidelines:

Certain assignments may permit, encourage or require the use of AI systems and tools. In each case, it will be clearly stated in the assignment or specified by the teacher. Use beyond the specified guidelines of the teacher or assignment should be understood as prohibited. It is each student’s responsibility to assess the validity and applicability of any AI output that is submitted with an assignment.

1. Students are allowed to use AI for explanations of concepts, exploration of new topics of interest, and seeking guidance on research directions. However, students should be mindful that some AI is prone to “hallucinations”, false answers/information, or outdated information. Accordingly, AI can generate erroneous, misleading, and/or biased information. Thus, students must always verify the information provided by AI using reliable sources such as textbooks, scientific papers, and reputable educational websites. Students must take accountability for their academic use of AI, and verify that any response from an AI tool that they intend to rely on, or use is appropriate, accurate, not a violation of any other individual or entity’s intellectual property or privacy rights, and consistent with the district’s academic policies.
2. Students should not use AI to cheat, plagiarize, or be academically dishonest.
3. Students should only submit or share work generated by any AI as their own with proper attribution, including properly citing or referencing the AI tool used in their created content.
4. When communicating with AI, students should utilize respectful and appropriate communication, and avoid harassment, bullying, or offensive language.

ARTIFICIAL INTELLIGENCE (CON'T)

5. Students should not use or create AI generated content for the purposes of harassment, bullying, shaming, or humiliation. Any AI generated content that depicts likenesses of current or former SPS staff or students in inappropriate ways is expressly prohibited.
6. Students should not use AI to engage in any illegal activity, including hacking, spreading malware, phishing, fraud, or any other activity that violates the law.
7. Students should not upload or input any personal, confidential, proprietary, or sensitive information into any AI tool. Examples include passwords and other personal information such as names, likenesses, social security numbers, and credit card or bank account numbers.
8. Offenses or violations of this policy will be addressed by the teacher and professional staff and may result in discipline as outlined in Student Discipline policy FO.

Staff Use Guidelines:

1. Teachers and professional staff may consult AI for ideas, outlines and to enhance the educational experience, such as supplementing lesson plans, providing differentiated instruction, and aiding in curriculum development.
2. Teachers and professional staff should not create accounts or encourage students to create accounts in any AI platform without first verifying if it is approved by the district.
3. Teachers and professional staff must ensure that their use of any AI tool complies with applicable laws such as those governing data and student privacy and district policies, including, policy EFBCA – Internet and Other Networks Acceptable Use and Internet Safety Use, and policy EFEA – Using Copyrighted Material. Only AI tools that are approved by the district are acceptable for use.
4. When communicating with AI, teachers and professional staff should utilize respectful and appropriate communication, and avoid harassment, bullying, or offensive language.
5. Teachers and professional staff should not use or create AI generated content for the purposes of harassment, bullying, shaming, or humiliation. Any AI generated content that depicts likenesses of current or former SPS staff or students in inappropriate ways is expressly prohibited.
6. Teachers and professional staff should not use AI to engage in any illegal activity, including hacking, spreading malware, phishing, fraud, or any other activity that violates the law.
7. Teachers and professional staff should not upload or input any confidential, proprietary, or sensitive information, including any such district or student information into any AI tool. Examples include passwords, personal information such as names, likeness, social security numbers, credit card or bank account numbers and other credentials, personnel material, information from non-public district documents, including those identified as or understood to be confidential or sensitive (based on their nature or context) or any other non-public district information that might be harmful to the district if disclosed.
8. Teachers and district/site professional staff should guide students in using AI in all approved areas.

ARTIFICIAL INTELLIGENCE (CON'T)

9. Teachers and professional staff should carefully evaluate the appropriateness of AI for educational purposes on a case-by-case basis, considering their appropriateness for each educational context, accuracy, reliability, and alignment with curriculum standards.
10. Teachers and professional staff must supervise student use of AI to ensure it is being used appropriately and constructively in the learning process.
11. Teachers who suspect plagiarism or use of AI that violates district policy should first have a conversation with a student to ensure that they understand expectations for acceptable use. Teachers should consult with administration to determine appropriate steps to investigate any possible violation of policy. AI detection tools will not be the basis of information relied upon in an investigation when it is believed that policy has been violated with regard to the use of AI by students.

District Level Guidelines:

Approved tools and their uses should be determined by the appropriate school district personnel after consideration of security, privacy, data usage, and academic integrity and quality standards, regulations, and values.

PARENTAL INVOLVEMENT PARENTS' BILL OF RIGHTS

The board supports parents' efforts to be involved in the district's education programs. This policy outlines the district's efforts to educate parents and support parent involvement in response to the 2014 Parents' Bill of Rights.

Parents have the right to be involved in their minor child's education, including directing that education. Parents are encouraged to exercise their rights in conjunction with district guidance so as not to inadvertently impede their minor child's compliance with federal and state-mandated requirements – including requirements related to graduation. Parents also have the right to review school records related to their minor child.

Parents generally have the right to consent prior to an audio or video recording being made of their minor child. This right does not preempt the district's right to make recordings (without specific parental approval) related to:

- Safety, general order, and discipline
- Academic or extracurricular activities
- Classroom instruction
- Security/surveillance of the buildings or grounds
- Photo ID cards

Parents have the right to receive prompt notice if their minor child is believed to be the victim of a crime perpetrated by someone other than the parent unless law enforcement or DHS officials have determined that parental notification would impede the related investigation. These notice provisions do not apply to matters which involve routine misconduct typically addressed through student discipline procedures. School personnel will not attempt to encourage or coerce a child to withhold information from parents.

1. The district will promote parent participation at the site level with the goal of improving parent and teacher cooperation in areas such as homework, attendance, and discipline. This will be accomplished through activities such as:
 - Parent Teacher Conferences
 - Back-to-School/Meet-the-Teacher Nights
 - School Newsletters
 - School Messenger Parent Notification System
 - Canvas - Learning Management System
 - District-sponsored webpages with class information available to parents
2. The district will inform parents about their children's course of study by disseminating this information:
 - During annual enrollment
 - In student handbooks
 - Canvas – Learning Management System
 - Conferences with student's school counselor

Parents may review learning materials affecting their minor children's course of study, including supplemental materials, by making a request through the building principal.

PARENTS BILL OF RIGHTS (Cont.)

3. Parents who object to a learning material or activity may withdraw their minor child from the class or program in which the material is used. In order to withdraw a student, the parent must submit a written request, signed and dated by a parent, to the building principal. Parents who choose to withdraw their minor child from a required class are responsible for making alternate arrangements for the child to earn credit for the class.
4. The district offers growth and development education to ~~fourth grade girls and fifth grade boys~~, **all students in grades four and five**, and sex education to all students in grades 7, 9, and once **to all students** in grades 10-12. Parents who object to their minor child participating in the district's sex education program must submit a written notice, signed and dated by a parent, to the principal in order for their child to be excused from participation. Students who are not participating in the district's sex education program will be permitted to study in the school library or office during sex education instruction.
5. If a teacher is going to provide instruction or presentations regarding sexuality in a course apart from formal sex education, the teacher will send written notice home to parents in advance of the presentation. Parents who object to their minor child's participation in such instruction may send a written request to the building principal prior to the instruction to have the student excused from the presentation. Any such student will be permitted to study in the school library or office during the presentation.
6. Parents may learn about the nature and purpose of clubs and activities, which are part of the school curriculum by reviewing student handbooks and the district's website.
7. Parents have numerous rights and decision-making responsibilities concerning their minor children. To assist parents in meeting these responsibilities and to fulfill its obligations under the 2014 Parents' Bill of Rights, the district has compiled the following information for parents:
 - A. The district provides sex education and growth and development education. Parents may opt their student out of the district's sponsored sex education program by following the procedures established in item 4 above.
 - B. Parents who are not residents of the district may enroll their minor children in the district's schools in accordance with the district's open transfer policy. A copy of that policy is available on the district's website.
 - C. The district utilizes a number of resources to educate students. Parents who object to an assignment based on sex, morality or religion may opt their minor child out of the assignment by following the procedures established in item 3 above.
 - D. Students are generally required to receive a predetermined set of immunizations prior to enrolling in school and to receive additional boosters throughout enrollment in the district. This requirement may be waived if the parent submits a note from the minor child's physician stating that the child should be excused from the immunization for health reasons or if the parent submits a note objecting to the immunization of the child.

PARENTS BILL OF RIGHTS (Cont.)

- E. Students are required to meet certain obligations in order to be promoted to a subsequent grade, particularly with regard to learning to read. Parents can learn about these requirements – including efforts the district will take in order to help students become successful readers – by reviewing the district’s policies on Reading Sufficiency Act testing and student promotion. Copies of these policies are available on the district’s website.
- F. Students are required to meet certain obligations in order to graduate from high school. Parents can learn about these requirements each year during course enrollment. This information is also available in student handbooks and on the Oklahoma State Department of Education’s website.
- G. The district provides AIDS education for students once in grades 7-9 and once in 10-12. Parents may opt their minor student out of this education by submitting a written request, signed and dated by a parent, to the building principal. Students who are not participating in the district’s AIDS education program will be permitted to study in the school library or office during the scheduled instruction.
- H. Parents have the right to review student test results related to their minor student. Parents may review the results of classroom exams by contacting their child’s teacher. Parents may review the results of state-wide testing by contacting their child’s building principal.
- I. Qualifying students have the right to participate in the district’s gifted and talented program in accordance with the district’s program guidelines. A description of the program is available on the district’s website under the Academics menu item.
- J. Parents have the right to review teachers’ manuals, films, tapes or other supplementary instructional material if the materials are being used in connection with a research or experimentation program or project. In order to review these materials, the parent should contact the building principal.
- K. Parents have the right to receive a school report card. Information regarding these report cards will be provided through school publications, but a copy of the actual report card is available in the superintendent’s office.
- L. Students are required to attend school regularly, and the district is required to notify parents of any student absence unless the parent has already contacted the school to report the absence. The district will send a written notice to parents if their minor student appears to be in danger of exceeding the maximum allowable number of absences and will notify the district attorney and the parent if a child may be considered truant. Parents may contact the child’s principal for additional information regarding student absences.
- M. Parents have the right to review the district’s courses of study and textbooks. Arrangements for this review can be made through the building principal.
- N. Students may be excused from school for religious purposes provided the parent contacts the building principal to request such an absence.

PARENTS BILL OF RIGHTS (Cont.)

- O. Parents have the right to review all district policies, including parental involvement policies. Copies of these policies are available on the district's website.
- P. Parents have the right to participate in parent-teacher organizations. Information regarding these groups will be made available during activities such as enrollment, schedule pickups and back to school night. Parents who wish to have additional information regarding these groups can obtain more detail through the principal's office.
- Q. Parents may opt out of selected district-level data collection related to state longitudinal student data system reporting. Parents may not opt out of necessary and essential record collecting. Parents may file an opt-out request through the superintendent's office.
- R. The district will not procure, solicit to perform, arrange for the performance of, perform surgical procedures or perform a physical examination upon a minor student or prescribe any prescription drugs to a minor student without first obtaining a written consent for the proposed assessment or treatment. The written consent will be effective for the school year for which it was granted, and must be renewed each subsequent school year. If the assessment or treatment for which the written consent is provided is performed through telemedicine at a school site, and if the written consent is provided by the Parent and is currently effective, the health professional shall not be required to verify that the parent is at the school site.
- S. The district will not procure, solicit to perform, arrange of the performance of or perform an assessment for mental health therapy on a minor student without first obtaining consent of a parent or legal guardian of the minor. The written consent will be effective for the school year for which it was granted and must be renewed each subsequent school year. If the assessment or treatment for which the written consent is provided is performed through telemedicine at a school site, and if the written consent is provided by the Parent and is currently effective, the health professional shall not be required to verify that the parent is at the school site. However, a student shall not be seen without consent.
- T. A student shall not be vaccinated at school or on school grounds or receive a vaccine as part of the mobile vaccination effort without prior written authorization, including the signature of the parent or legal guardian of the student for the vaccine or group of vaccines to be administered during a single visit.

Parents requesting information outlined in this policy should submit written requests for information through the building principal or superintendent's office, as noted in the respective section. Appropriate school personnel will either make the information available or provide a written explanation of why the information is being withheld within ten (10) days of the request. Any parent whose request is denied or who does not receive a response within fifteen (15) days may submit a written request for the information to the board of education. The board will include an item on its next public meeting agenda (or the following meeting, if time does not permit inclusion of the item on the agenda) to allow the board to formally consider the parent's request.

OKLA. STAT. tit. 70 §1-116.2, and 1210.191
OKLA. STAT. tit. 25 § 2001, and 2004, et seq.
OAC.310:535-1-2, and 210:10-2-1

ELECTRONIC SIGNATURES

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The Board recognizes the effective and efficient use of electronic communications to conduct business. Under certain conditions, electronic signatures satisfy the requirements of a written signature when transacting business. Although all electronic signatures are represented digitally, they can take many forms and can be created using many different types of technology. The authenticity and reliability of electronic signatures relating to transactions are dependent on the accompanying processes, supplemental records and the overall context in which records are created, transferred, signed, and stored.

Definitions

Attribution - an electronic signature is attributable to a person if it was the act of the person. The act of the person may be shown in any manner, including a showing of the efficacy of any security procedure applied to determine the person to which the electronic signature was attributable.

Electronic Signature - an electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

Electronic Record - any record created, generated, sent, communicated, received or stored by electronic means.

An electronic signature may be used if the law requires a signature unless there is a specific law, regulation, or order that requires records to be signed in nonelectronic form. The issuance and/or acceptance of an electronic signature by the District shall be permitted in accordance with the provisions of this policy and all applicable state and federal laws. Such electronic signature shall have the full force and effect of the manual signature only if the electronic signature satisfies all of the following requirements:

1. The electronic signature identifies the individual signing the document by his/her name and title;
2. The identity of the individual signing with an electronic signature is capable of being validated through the use of an audit trail;
3. The electronic signature and the document to which it is affixed cannot be altered once the electronic signature has been affixed; and
4. The electronic signature conforms to all other provisions of this policy.

Acceptance, Use and Issuance of Electronic Records and Signatures

The District may utilize electronic recordkeeping systems that can receive, store, and reproduce electronic records and signatures relating to transactions in their original form. Such system shall include security procedures whereby the District can:

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1. Verify the attribution of a signature to a specific individual;
 2. Detect changes or errors in the information contained in a record submitted electronically;
 3. Protect and prevent access, alteration, manipulation or use by an unauthorized person; and
 4. Provide for nonreproduction through strong and substantial evidence that will make it difficult for the signer to claim that the electronic representation is not valid.

ELECTRONIC SIGNATURES CON'T

The dDistrict shall ensure that all electronic signatures are capable of being accurately reproduced for later reference and retained until such time as all legally mandated retention requirements are satisfied.

The dDistrict may elect to receive and accept as original, electronic records and signatures so long as the communication, on this face, appears to be authentic, and conforms to all other provisions of this policy.

The dDistrict will retain in its records this policy and all statements of exclusive use, until such time as all legally mandated retention requirements are satisfied.

The dDistrict will not accept electronic signatures on student records including, but not limited to, absence excuses from parents/guardians, educational trip requests, and certain documents related to the Individuals with Disabilities Education Act.

1st Reading 5/1/21

STUDENT RECORDS

Student records shall be maintained for each student enrolled in Stillwater Public Schools. The records shall contain information collected through the online registration process, with additional information reflecting the progress of the student from pre-kindergarten through the remaining school years, grades, attendance data, discipline history, health and immunization history, results of testing programs, school activities, pictures, and personal and family background. The student's legal name shall be used for all records.

The school district will maintain all documents and information in student records in electronic or paper format. The copies may be stored in either a single- or multi-file format. The school district will accept electronic signatures on all student records collected through the online registration process. Records will be stored, backed up, and secured in accordance with standards and protocol established by the Oklahoma State Board of Education.

Transcripts

The transcript of a student shall be maintained by the school district for not less than eighty (80) years following the graduation, transfer, or date the student is withdrawn from the school district.

"Transcript" will include the following:

1. The permanent academic record of a student which shall include the name, address, telephone listing;
2. The date and place of birth of the student;
3. An inventory of courses taken;
4. All grades received; and
5. Grade-point averages or class rank.

Student Records Disposal

All non-transcript information in a student's record shall be disposed of by the school district five (5) years after the student has graduated, transferred, or withdrawn from the school district. The school district shall comply with the notification of destruction of records requirements set forth by the State Board of Education.

Parent/Guardian and Student Rights

Parents/guardians and eligible students have certain rights as to the student's school records. The school will notify parents/guardians and eligible students annually of the following:

1. The right to inspect and review the student's education records;
2. The right to exercise a limited control over other people's access to the student's education record;
3. The right to seek to correct the student's education record, in a hearing, if necessary;
4. The right to report violations of the Family Education Rights and Privacy Act (FERPA) to the Department of Education; and
5. The right to be informed about FERPA rights.

Student Records Disclosures

A school district in which a student is enrolled or is in the process of enrolling may request the student's education records from any district in which the student was formerly enrolled. When this school district receives such a request, the records, including the student's disciplinary records, will be forwarded to the requesting district within three (3) business days. Disciplinary records shall include but not be limited to all information that relates to a student assaulting, carrying weapons, possessing illegal drugs, including alcohol, and any incident that poses a potential dangerous threat to students or school personnel.

STUDENT RECORDS (Cont.)

This district may disclose personally identifiable information to third parties, without prior written consent, in order to conduct studies, audits, and evaluations of its educational programs. In such cases, the district will take reasonable steps to ensure that all authorized representatives of the third party are FERPA compliant with the information provided.

REFERENCE: 34 CFR 99.1
18 USC §§2331 and 2332(g)(5)(B)
20 USC 1232
P. O. 107-110, No Child Left Behind Act of 2001
51 O.S. §24A.16
70 O.S. §6-115
70 O.S. §24.101.4
70 O.S. §24-114
TIT. 12A, §§ 15-101 TO 15-121

CROSS-REFERENCE: Regulation FL-R, Compliance with FERPA of 1974