AGENDA
Shawnee Public Schools
Board of Education - Administration Building
326 N. Union Ave.
Shawnee, OK 74801
Monday, June 29, 2026
6:00 PM

Regular Session

NOTE: The Shawnee School District Board of Education may discuss, vote to approve, disapprove, table, or decide not to vote or take action on any item on this agenda.

1. Call to Order
   A. Roll Call
   B. Minute of Silence and Invocation
   C. Flag Salute
2. Opportunity for Public Comment
3. Report of the Superintendent
   A. Presentation of 2026-2027 Budget
   B. Presentation of High School Course Catalog for 2026-2027.
   C. Board discussion and possible action on requesting from the State Department of Education approval for locally created courses.
   D. Board discussion and possible action on RFP for the Jim Thorpe Stadium elevator
   E. Board Discussion and possible action on accepting bid for a Lease Purchase on the Elevator Installation at Jim Thorpe Stadium
   F. Board discussion and possible action on Custodial Contract with Statewide School Service Provider for 2026-2027.
   G. Board discussion and possible action on Food Service Management Contract for 2026-2027.
   H. Central Office Reports
      - Educational Services Report
      - Special Services Report
      - Communications Report
      - Operations Report
   I. Superintendent's Items, Announcements & Recognition
      a. Recognitions & Announcements

- Annual Statistics Report
- Enrollment
    - PreK

4. Consent Docket Items: All of the following items will be approved by one vote unless any Board Member desires to have a separate vote on any or all of these items. Possible action by the Board of Education to approve:

    A. Minutes of the May 11, 2026 Regular Board Meeting and May 27, 2026 Special Board Meeting
    B. Report of the Chief Financial Officer
        a. Treasurer's Report
        b. Encumbrance Registers for 25-26FY
        BOND FUND 03 REGISTERS 70-81
        GENERAL FUND 11 ENCUMBRANCES 1119-1140
        BUILDING FUND 21 ENCUMBRANCES 208-220
        GIFT FUND 81 ENCUMBRANCES 71-72
        c. Encumbrance Registers for 26-27 FY:
        GENERAL FUND 11 ENCUMBRANCES 94-241
        BUILDING FUND 21 ENCUMBRANCES 7-15
        BOND FUND 36 ENCUMBRANCES 1
        GIFT FUND 81 ENCUMBRANCES 1-6
        d. Fundraiser Requests for 26-27 SY
        e. Student Activity Fund Sub Accounts 26-27 FY
        f. School Activity Fund Transfers for the 26-27 FY
        g. Transfer funds from the Refunds & Reimbursement account to the General Fund
    C. Agreements:
        a) Special Services Agreement w/Crossroads Youth & Family Services, Inc. Head Start/Early Head Start
        b) Educational Consultant Services Contract
        c) Clinical Placement Site Agreement w/Oklahoma Baptist University School of Nursing
        d) Special Services Agreement w/Central Tribes of the Shawnee Area, Inc. (CTSA Head Start)
        e) Oklahoma Department of Human Services School-Based Family Specialist contract (Reimbursement of DHS Employee)
        f) Frontline Education
        g) Smartpass
        h) Oklahoma School Insurance Group (OSIG) Renewal
        i) The Center for Education Law (Basic Legal Services Program)
        j) Oklahoma School Assurance Group (OSAG) Workers Compensation
        k) TheraPeds Speech-Language & Occupational Therapy Services
        l) Specialty Care Pediatrics, Inc. (Amended) OSSBA Employment Services Contract
        m) Management Employment Service Agreement with Oklahoma State School Boards Association (OSSBA)

D. Organizations requesting sanctioning for the 2026-2027 SY
   a) Shawnee Soccer Booster Club
   b) Shawnee Band Booster Association
   c) Shawnee Softball Fastpitch Booster Club
   d) Jefferson PTO
   e) Shawnee Baseball Boosters Club
   f) SHS Girls Volleyball Booster Club
   g) Shawnee Middle School PTO
   h) SHS Track and Field Booster Club
   i) Shawnee QB Club, Inc.

5. Proposed Executive Session (25 O.S. §307 (B) (1)) to discuss:
   - Proposed Superintendent's Personnel Report;
     - Exhibit A
     - Exhibit B (filed under separate cover)
   - Superintendent's Annual Evaluation and Contract

   A. Vote to convene or not to convene into Executive Session
6. Acknowledge to return to Open Session
7. Board President's Statement of Executive Session Minutes.
8. Approval of Superintendent's Personnel Reports, Exhibit A (and Exhibit B that was presented under separate cover)
9. Board discussion and possible action on Superintendent's contract.
10. New Business: New business means any matter not known about or which could not have been reasonably foreseen prior to the time of posting. 25 O.S. § 311.
11. Board member comments and announcements
12. Adjournment

Any persons with a disability and needing special accommodations to attend the Board of Education Meeting should notify the Superintendent's Office at least 24 hours prior to the scheduled time of the meeting, if possible. The telephone number is 273-0653, extension 3125.

Shawnee Board of Education
326 North Union (Front Doors)
Shawnee OK. 74801

Posted by Wendy Tucker, Executive Administrative Assistant to the Superintendent/Board Minutes Clerk

Posted this ___ at ___ at front glass doors of the Shawnee Board of Education Central Offices, Shawnee Public Schools, 326 N. Union, Shawnee, Oklahoma 74801.

Shawnee Public Schools

Budget Review
FY 2025-26 to FY 2026-27

FY26 Projected • FY26 Actual • FY27 Projected

General Fund • Building Fund • Pott County Sales Tax

June 2026

What are our biggest cost drivers

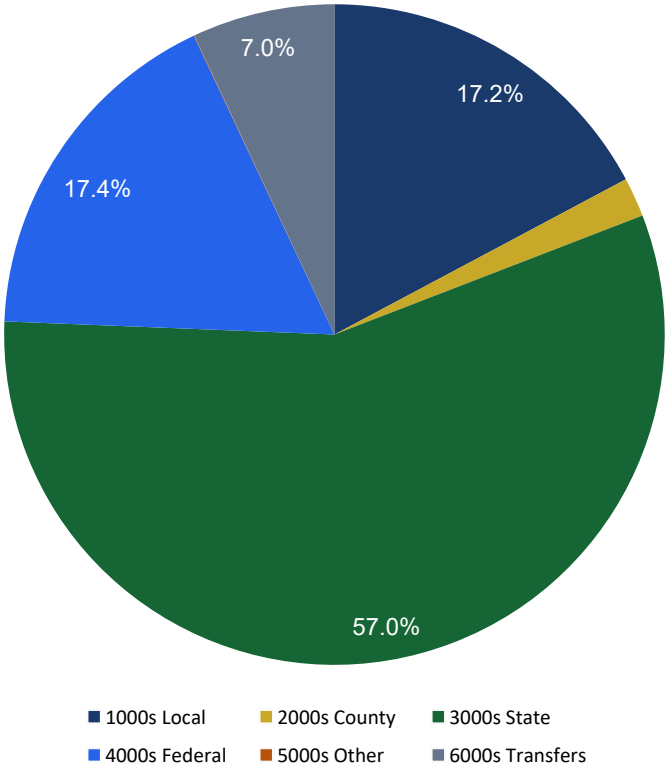
Weighted ADM – Drives the amount of State Aid we will receive

Ad Valorem – Property taxes are our third largest revenue source

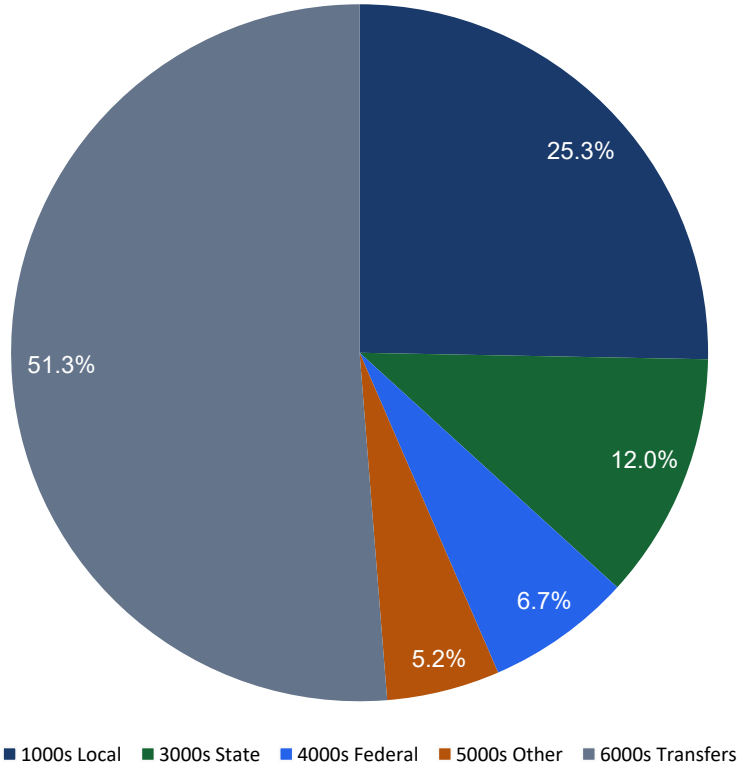
Federal Funding – This is our 2nd largest sources of funds, largely relying on our Title 1 through 5 and 21st Century Grants to fund educational needs districtwide

Revenue by Source Category | Fund 11 (General) & Fund 21 (Building) | FY26 Actuals

Fund 11 — General Fund



Fund 21 — Building Fund



Fund Balance Overview | All Funds

	FY26 Projected	FY26 Actual	*Var.*	FY27 Projected	*Var. to Act.*	
General Fund (11)						
Beginning Balance	$2.59M	$2.71M		$3.37M		
Total Revenue	$38.04M	$39.20M	+$1.16M	$38.81M	$387K	
Total Expenditures	$38.30M	$38.54M	$232K	$38.22M	+$770K	
Ending Balance	***$2.32M***	***$3.37M***	**+$1.05M**	***$3.96M***	**+$1.04M**	
Building Fund (21)						
Beginning Balance	$2.63M	$2.95M		$2.78M		
Total Revenue	$2.23M	$4.10M	+$1.87M	$2.61M	$1.49M	
Total Expenditures	$4.06M	$4.26M	$209K	$2.90M	+$1.36M	
Ending Balance	***$806K***	***$2.78M***	**+$1.98M**	***$2.50M***	**$285K**	
Pott County Sales Tax (04)						
Beginning Balance	$3.08M	N/A		$2.10M		
Sales Tax Revenue	$1.32M	N/A		$1.32M	$0K	
Total Expenditures	$2.30M	N/A		$2.01M	+$296K	
Ending Balance	***$2.10M***	N/A		***$1.41M***	**$689K**	

** Pott County FY26 Actuals not available; shown as projected. Building Fund revenue includes billbacks from GF.*

General Fund (11) | Revenue by Source

Revenue Source	FY26 Projected	FY26 Actual	*Var.*	FY27 Projected	*Var. to Act.*	
1000 — Local	$6.18M	$6.81M	+$623K	$6.50M	$306K	
2000 — Intermediate	$640K	$748K	+$108K	$800K	+$52K	
3000 — State	$23.87M	$24.00M	+$131K	$24.50M	+$502K	
4000 — Federal	$7.32M	$7.63M	+$309K	$7.00M	$627K	
5000 — Non-Rev	$30K	$19K	$11K	$10K	$9K	
TOTAL REVENUE	**$38.04M**	**$39.20M**	**+$1.16M**	**$38.81M**	**$387K**	

Federal Over-Collection

+$309K

FY26 vs. Projection

Local Revenue Gain

+$623K

Strong ad valorem

FY27 Revenue Change

($387K)

vs. FY26 Actual

General Fund (11) | Expenditures by Object

Object	FY26 Projected	FY26 Actual	*Var.*	FY27 Projected	*Var. to Act.*	
100 — Salaries	$23.70M	$23.90M	+$200K	$22.62M	$1.28M	
200 — Benefits	$8.71M	$8.65M	$65K	$8.20M	$450K	
300 — Prof. Svcs	$1.30M	$1.10M	$200K	$2.50M	+$1.40M	
400 — Prop. Svcs	$295K	$266K	$29K	$766K	+$500K	
500 — Other Svc	$242K	$204K	$38K	$204K	$0K	
600 — Supplies	$3.74M	$3.05M	$690K	$3.50M	+$450K	
700 — Property	$40K	$11K	$29K	$11K	$0K	
800 — Other Obj	$198K	$424K	+$227K	$320K	$104K	
900 — Other Uses	$79K	$935K	+$856K	$100K	$835K	
TOTAL EXPENDITURES	**$38.30M**	**$38.54M**	**+$232K**	**$38.22M**	**$320K**	

Net (Rev. – Exp.) FY26 Actual: $661K **Net FY27 Projected:** $590K

Notes | General Fund (11)

1000 Local Revenue | FY26 Actual $6.81M vs. Projected $6.18M (+$623K)

Stronger-than-expected ad valorem collections and interest income drove over-collection. FY27 budgeted conservatively at $6.5M.

4000 Federal Revenue | FY26 Actual $7.63M vs. Projected $7.32M (+$309K)

Overcollection in FY26 due to change in claiming process. FY27 projected at $7.0M, reflecting reduced one-time federal activity.

3000 State Revenue | FY27 Projected $24.5M (+$502K vs. FY26 Actual)

FY27 budget assumes $500K in State Aid Growth

300s Prof. Services | FY27 Projected $2.5M vs. FY26 Actual $1.1M (+$1.4M)

Major increase driven by addition of Food Service Management Company (FSMC) contract. Largest single expenditure driver change in FY27.

400s Property Services | FY27 Projected $766K vs. FY26 Actual $266K (+$500K)

Moving Existing Janitorial Contract to General Fund.

100s Salaries | FY27 Projected $22.62M vs. FY26 Actual $23.90M (-$1.28M)

Re-alignment of staffing needs. FY26 actual slightly exceeded projection by $200K due to staffing patterns. FY27 reduction reflects restructuring.

900s Other Uses | FY26 Actual $935K vs. FY27 Projected $100K (-$835K)

FY26 actual was elevated due to high volume of bill-backs and inter-fund transfers. FY27 projected to normalize significantly by starting with expenditures in General fund.

Building Fund (21) | Revenue by Source

Revenue Source	FY26 Projected	FY26 Actual	*Var.*	FY27 Projected	*Var. to Act.*	
Ad Valorem (1110/1120)	$834K	$887K	+$54K	$914K	+$27K	
Interest Earnings (1310)	$500K	$543K	+$43K	$500K	$43K	
Redbud Grant (3435)	$900K	$1.02M	+$123K	$900K	$123K	
FEMA (4120)	—	$388K	+$388K	—	$388K	
Misc. / Grants	—	$66K	+$66K	—	$66K	
Billbacks from GF (5600)	—	$1.20M	+$1.20M	$300K	$896K	
TOTAL REVENUE	**$2.23M**	**$4.10M**	**+$1.87M**	**$2.61M**	**$1.49M**	

- FEMA ($387.5K): Unbudgeted in FY26; $0 in FY27 budget
- Billbacks from GF ($1.20M actual): One-time; $300K conservatively budgeted FY27
- Redbud outperformed projection by $123K; FY27 held at $900K

Building Fund (21) | Expenditures by Object

Object	FY26 Projected	FY26 Actual	*Var.*	FY27 Projected	*Var. to Act.*	
100 — Salaries	$600K	$617K	+$17K	$670K	+$63K	Pending Support Raises
200 — Benefits	$210K	$177K	$33K	$188K	+$10K	
300 — Contracted	—	$17K	+$17K	—	$17K	
400 — Prop. Svcs	$1.90M	$1.62M	$279K	$388K	$1.23M	Moving Insurance/ Janitorial contract
500 — Purchased Svcs	$600K	$556K	$44K	$600K	+$44K	
600 — Supplies	$630K	$758K	+$128K	$758K	$0K	
700 — Property	$115K	$167K	+$51K	$167K	$0K	
800 — Lease/Dues	—	$5K	+$5K	$50K	+$45K	
900 — Contingency	—	$347K	+$347K	—	$347K	
FY26 Ending Balance:	**$2.78M**	**FY27 Proj. Ending Balance:**		**$2.58M**		

Notes | Building Fund (21)

FEMA Revenue | FY26 Actual $387.5K (Unbudgeted)

FEMA reimbursement was not projected. This was an unforeseen inflow tied to prior storm-related projects. Corresponding outflow is estimated in FY 27

Billbacks from General Fund | FY26 Actual $1.20M | FY27 Projected $300K

Significant one-time billback from GF in FY26 as savings were redirected to Building Fund. FY27 conservatively budgeted at $300K.

Redbud Grant | FY26 Actual $1.02M vs. Projected $900K (+$123K)

Redbud collections exceeded projections. FY27 budget held at conservative $900K estimate. Strong program continuing.

400s Purchased Property Services | FY26 Actual $1.62M vs. FY27 Projected $388K (-$1.23M)

Major reduction reflects: (1) portion of maintenance support moved to bond fund, (2) property insurance moved to Pott County, (3) FEMA-related spending completed.

100s Salaries | FY27 Projected $750K vs. FY26 Actual $617K (+$63K)

Planned support raises (pending negotiations and board approval)

600s Supplies | FY26 Actual $758K vs. Projected $630K (+$128K)

Increase in supplies for repairs and maintenance projects.

Pott County Sales Tax (04) | Budget Summary

	FY26 Projected	FY27 Projected	Change
Starting Fund Balance	$3,080,581	$2,095,959	
Sales Tax Revenue	**$1,320,000**	**$1,320,000**	$0
EXPENDITURES			
Stucker Payment	$604,084	—	**$604,084**
SECC / MS Roof	$510,561	$510,561	—
Bus Barn	$134,427	$134,427	—
Pott County Assessor Fee	—	$120,000	**+$120,000**
OSIG	$300,000	$900,000	**+$600,000**
Transportation Purchases	$205,551	—	**$205,551**
Ideal Impact Payoff	$550,000	—	**$550,000**
2022 Roof Replacements	—	$343,631	**+$343,631**
Total Expenditures	**$2,304,622**	**$2,008,619**	**$296,003**
Estimated Ending Balance	***$2,095,959***	***$1,407,340***	$688,619

Note: FY26 Actuals not available for Pott County at time of this report. FY26 Projected balances shown.

Notes | Pott County Sales Tax (04)

OSIG Payment | FY26 Projected $300K | FY27 Projected $900K (+$600K)

Pottawatomie County is taking on the full OSIG Payment in FY27

Stucker Payment | FY26 Projected $604K | FY27 $0

Stucker Lease Purchase was paid off at the beginning of FY26.

Transportation Purchases | FY26 $206K | FY27 $0 | Ideal Impact Payoff FY26 $550K | FY27 $0

Both transportation purchases and the Ideal Impact payoff are one-time FY26 items. Their completion improves FY27 cash position.

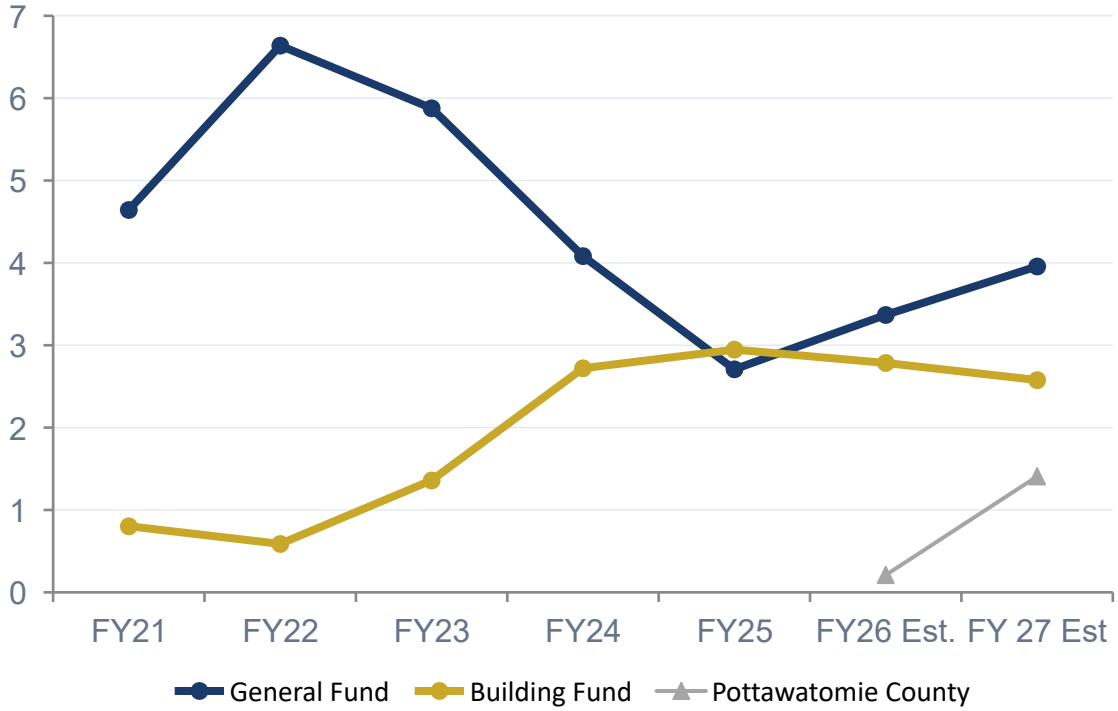
2022 Roof Replacements | FY27 Projected $344K (New FY27 item)

Pottawatomie County will be used to pay Lease Purchase for Roof Replacements in 2022.

Fund Balance Trajectory | Starting $3.08M → FY26 End $2.10M → FY27 End $1.41M

Fund balance declining as large capital and insurance-related obligations are satisfied. Sales tax revenue ($1.32M/yr) does not fully offset planned expenditures in these transition years. Plans to absorb some costs in FY 28 by the building fund as excess spending smooths out.

Fund Balance History | FY21–FY26



General Fund
FY26 Est.
$3.37M

Building Fund
FY26 Est.
$2.78M

Combined
FY26 Est.
$6.15M

Bond Revenue Summary | Shawnee Public Schools | As of May 31, 2026

Total Bond Revenue	Adjusted Budget	Ahead of Budget	Total Paid	Total Encumbered
$41.87M incl. interest	**$37.54M**	**$4.33M** Revenue vs. Adj Budget	**$19.09M**	**$37.54M**

Revenue Source	Amount
Bancfirst Lease Revenue Bond	$31,859,566.00
Fund 31	$68,201.50
Fund 33	$2,737,692.32
Fund 34	$1,045,000.00
Fund 35	$3,846,500.00
Interest as of 05/31/2026	$2,234,451.46
Fund 36	$80,400.00
Dividends	$423.80
Total Revenue	**$41,872,235.08**

2024 Bond Issue — Project Breakdown | Shawnee Public Schools

Status	Project	Adj Budget	Original	Encumbered	Paid	Remaining	Over/Under
	000 Normal Transactions / Bond Payment	$4.07M	—	$4.15M	$3.99M	$161.9K	($81.2K)
	004 Technology	$1.00M	$1.00M	$606.1K	$590.4K	$15.8K	—
	031 Operations	$17.6K	—	$20.1K	$17.6K	$2.5K	($2.5K)
	041 Maintenance	$2.48M	$2.50M	$31.5K	$31.5K	—	—
	044 Fine Arts	$159.5K	$180.0K	$159.5K	$158.0K	$1.5K	—
	101 Vehicles	$494.9K	$500.0K	$494.9K	$494.9K	—	—
	102 FF&E	—	—	$20.5K	$20.5K	—	($20.5K)
	103 Concrete	$573.0K	$1.31M	$516.0K	$516.0K	—	$57.0K
	104 Playground Equipment	$78.7K	$200.0K	$78.7K	$78.7K	—	—
	136 Elementary Remodels	$7.80M	$5.70M	$8.07M	$5.93M	$2.15M	($272.3K)
	137 Stucker Construction — Wynn	$8.57M	$8.49M	$8.68M	$1.32M	$7.36M	($106.1K)
	138 AG Construction — Wynn	$3.82M	$4.06M	$3.87M	$187.3K	$3.68M	($46.9K)
	139 Tennis Construction — Wynn	$2.00M	$1.87M	$2.19M	$1.85M	$339.6K	($191.8K)
	140 Middle School Multipurpose	$1.96M	$2.17M	$1.98M	$163.3K	$1.81M	($21.6K)
	141 Baseball Bleachers	$578.0K	$508.5K	$578.0K	$578.0K	—	—
	142 Bond FFE	$1.27M	$1.27M	$1.25M	$1.25M	$4.2K	$22.1K
	143 District Projects	$932.9K	$1.18M	$900.9K	$900.9K	—	$32.0K
	144 MS Renovations	$366.2K	$582.7K	$216.2K	$216.2K	—	$150.0K
	145 HVAC	$1.52M	$2.76M	$870.1K	$800.6K	$69.5K	$652.3K
	TOTALS	**$37.69M**	**$34.29M**	**$37.54M**	**$19.09M**	**$15.60M**	$170.6K

Status key: Quoted | In Process | Over/Under: green = under budget | red = over budget

GO WOLVES!

SHAWNEE

HIGH SCHOOL

COURSE CATALOG

2026-2027

Reimagining, redesigning, and redefining education to ensure learning and development for all.



Letter From the Superintendent

Welcome to Shawnee Public Schools!

It is a sincere honor to welcome you to Shawnee Public Schools, where our mission is to ensure every student is equipped to graduate ready for success—whether that path leads to college, career, military service, or technical and trade opportunities. From early childhood education through the senior year of high school, we are committed to providing purposeful experiences that help students discover their strengths, develop their talents, and prepare for a successful future.

At Shawnee Public Schools, we are dedicated to fostering safe, supportive, and engaging learning environments where students feel valued, challenged, and empowered. Our goal is to ensure every learner has access to meaningful instruction and experiences that build academic achievement, personal responsibility, and lifelong skills.

High school represents a pivotal and exciting stage in a student's journey, filled with both opportunities and challenges. During this time, students are encouraged to explore a broad range of academic pathways and electives that align with their interests and future ambitions. Some students arrive with clearly defined goals, while others are still exploring possibilities and both experiences are welcomed and supported within our schools.

This course catalog has been carefully designed to assist students and families in navigating the wide variety of academic programs, electives, and enrichment opportunities available. Each offering is intentionally structured to help students identify and pursue a pathway that aligns with their aspirations and long-term goals.

We encourage students to begin thoughtfully and intentionally planning for life after high school as they select courses that reflect their interests and future direction. Whether a student plans to attend college, enter the workforce, enlist in the military, or pursue career and technology education, Shawnee Public Schools provides rigorous and relevant coursework to support every postsecondary goal.

For students who are still determining their direction, we offer a variety of exploratory opportunities designed to broaden awareness of different careers and industries. Our educators and counselors are committed to providing guidance, support, and encouragement as students make informed and purposeful academic decisions.

We encourage every student to approach their educational choices with focus, purpose, and ambition. Preparation, perseverance, and dedication are essential to long-term success, and we are honored to walk alongside students and families throughout this journey. We believe deeply in the potential of every learner and take pride in supporting their growth and achievement.

Together, we look forward to a year filled with growth, opportunity, and accomplishment in Shawnee Public Schools.

Dr. Jason James, Shawnee Public Schools, Superintendent

SHAWNEE HIGH SCHOOL

PRINCIPALS

Wolves

PRINCIPAL

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GO WOLVES!

SHAWNEE PUBLIC SCHOOLS

Career Opportunities by Academy Pathway

The Shawnee Public Schools Academy Pathways are designed to help students connect their interests, strengths, and future goals with meaningful academic and career-focused experiences throughout high school. Each pathway provides a structured four-year plan that combines rigorous academic coursework with elective opportunities aligned to specific career fields and industries. By participating in an academy pathway, students gain valuable knowledge, develop technical and professional skills, and explore potential career options while still in high school.

Academy pathways allow students to make intentional course selections that support their individual aspirations, whether their plans include attending a university, enrolling in a career technology program, entering the workforce, serving in the military, or pursuing industry certifications. Through pathway coursework, students have opportunities to engage in hands-on learning, career exploration, leadership development, internships, concurrent enrollment, and real-world applications that help connect classroom learning to future careers.

For parents, academy pathways provide a clear framework for academic planning and career readiness. The pathway model helps students build a purposeful educational experience rather than simply selecting courses year by year. Families can work alongside counselors, teachers, and administrators to create a four-year plan that aligns with a student's interests while ensuring graduation requirements are met and postsecondary opportunities remain open.

Students should also understand that choosing an academy pathway is not a permanent decision. High school is a time of growth, exploration, and self-discovery, and it is common for interests and career goals to evolve. As students learn more about themselves and potential career fields, they may choose to transition to a different pathway that better reflects their developing interests and aspirations. Shawnee High School counselors work closely with students and families to make pathway adjustments when appropriate, helping ensure students remain on track for graduation while pursuing the opportunities that best fit their future goals.

Participation in a pathway does not limit future options. Rather, pathways are designed to broaden opportunities by helping students discover interests, develop transferable skills, and gain exposure to a variety of careers and industries. Skills such as communication, collaboration, critical thinking, problem-solving, leadership, adaptability, and professionalism are emphasized across all pathways and are highly valued by colleges, employers, military organizations, and career training programs.

As students progress through their chosen academy, they are encouraged to explore advanced coursework, career-focused electives, internships, work-based learning experiences, and concurrent enrollment opportunities that further prepare them for success beyond high school. The ultimate goal of the Academy Pathway model is to ensure that every Shawnee High School graduate leaves with a plan for the future, a strong academic foundation, valuable real-world skills, and the confidence to pursue their goals.

The following pages provide an overview of each academy pathway and examples of career opportunities associated with those fields of study. These examples represent only a portion of the many educational and career possibilities available to students through Shawnee Public Schools.

SHAWNEE PUBLIC SCHOOLS
ACADEMY PATHWAYS

Explore. Discover. Succeed.

Arts • Communications • Information Systems
ACADEMY PATHWAY
Create. Connect. Innovate.

ACADEMY OF ENVIRONMENTAL AND AGRICULTURAL SERVICES PATHWAY
GROWING FUTURES. SUSTAINING TOMORROW.

ACADEMY OF HUMAN SERVICES AND RESOURCES PATHWAY
EMPOWERING INDIVIDUALS. • STRENGTHENING COMMUNITIES. • BUILDING FUTURES.

ACADEMY OF MANUFACTURING AND ENGINEERING PATHWAY
DESIGN • BUILD • ENGINEER

ACADEMY OF BUSINESS AND MARKETING PATHWAY
LEAD. • INSPIRE. • SUCCEED.

ACADEMY OF HEALTH SCIENCES PATHWAY
COMPASSION • KNOWLEDGE • SERVICE

ONE DISTRICT. SIX PATHWAYS. ENDLESS POSSIBILITIES.

Academy of Arts, Communications and Information Systems

The Academy of Arts, Communications, and Information Systems is designed for students who are interested in creativity, communication, technology, media, and digital innovation. This pathway provides students with opportunities to develop both technical and professional skills while exploring careers in the rapidly evolving fields of communications, design, information technology, and digital media.



This pathway prepares students for a wide range of postsecondary opportunities, including four-year universities, community colleges, career technology programs, industry certifications, and direct entry into the workforce. Students interested in fields such as graphic design, marketing, journalism, broadcasting, photography, videography, information technology, software development, web design, social media management, public relations, and digital communications will find valuable experiences within this academy.

As technology continues to transform the way people communicate, create, and conduct business, the Academy of Arts, Communications, and Information Systems equips students with the knowledge, adaptability, and technical skills needed to succeed in a competitive and increasingly digital world. Through hands-on projects, collaborative learning experiences, and real-world applications, students are encouraged to explore their interests, build their portfolios, and prepare for future academic and career success.

Arts • Communications • Information Systems

ACADEMY PATHWAY

Create. Connect. Innovate.

POTENTIAL CAREER OPPORTUNITIES IN

ARTS, COMMUNICATIONS AND INFORMATION SYSTEMS



GRAPHIC DESIGNER



WEB DEVELOPER



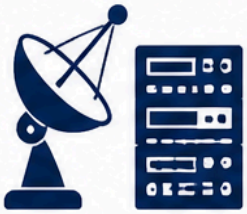
DIGITAL MEDIA SPECIALIST



JOURNALIST



REPORTER



BROADCAST TECHNICIAN



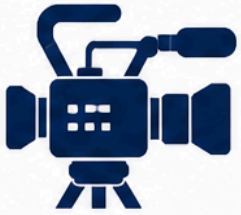
MARKETING COORDINATOR



SOCIAL MEDIA MANAGER



PHOTOGRAPHER

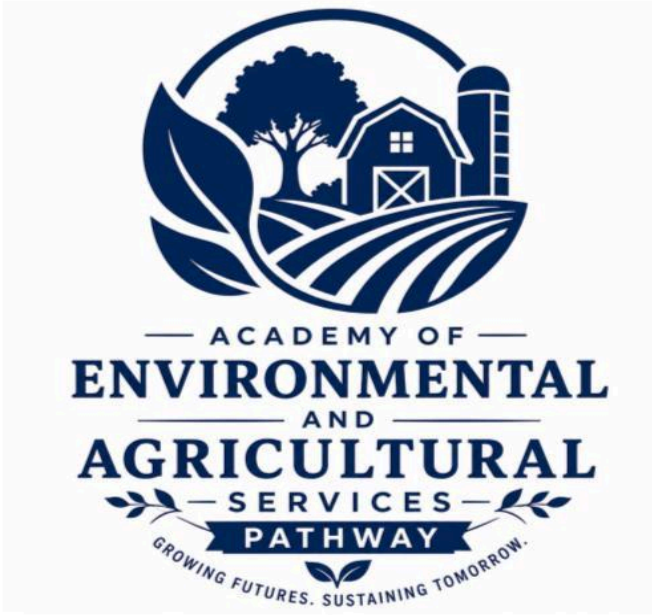


VIDEOGRAPHER

	Core Courses	Required Pathway Elective	Additional Electives	General Electives
Foundation **Year 1**	English I ; Advanced English I+ Algebra I ; Algebra II+; Adv. Algebra II+ Biology I / Advanced Biology I Oklahoma History/Elective	Computer Applications I Image Design/Editing I & II+ Fine Arts	Business Courses/FACS Student Council+ World Languages Yearbook+	Select from Course Catalog
Skill Building **Year 2**	English Language Arts Algebra II; Advanced Algebra II+; Geometry+; Advanced Geometry+ Physical Science; Chemistry; Advanced Chemistry; AP Chemistry World History; AP World History	Computer Applications II Image Design/ Editing I & II+ Fine Arts	Business Courses/FACS Journalism I & II+ Student Council+ World Languages Yearbook+	Select from Course Catalog
College Readiness **Year 3**	English Language Arts; Composition I Geometry; Advanced Geometry+; College Algebra+ ; Pre-Calculus+ ; Statistics+ ; Anatomy & Physiology+; AP Biology+; Astronomy; Chemistry+;Advanced Chemistry+; AP Chemistry+; Forensics American History; AP American History; College American History; College Government		Business Courses/FACS/STEM Concurrent College Courses Fine Arts GCTC Programs Journalism I & II+ Junior Internship Psychology/Sociology Sociology Student Council+ World Languages Yearbook+	Select from Course Catalog
College Transition **Year 4**	English Language Arts; Composition II Geometry; Advanced Geometry+; College Algebra+ / Pre-Calculus+;Statistics+ Anatomy & Physiology+; AP Biology+ ; Astronomy; Chemistry+; Advanced Chemistry+; AP Chemistry+; Forensics		Business Courses/ FACS/STEM Concurrent College Courses Fine Arts GCTC Programs Journalism I & II+ Psychology; Sociology Senior Internship Student Council+ World Languages Yearbook+	Select from Course Catalog

Academy of Environmental and Agricultural Services

The Academy of Environmental & Agricultural Services provides students with opportunities to explore agriculture, environmental science, natural resource management, and sustainability through a combination of classroom instruction and hands-on learning experiences. Students develop an understanding of modern agricultural practices, conservation principles, food production systems, and emerging environmental technologies while strengthening critical thinking, problem-solving, and leadership skills. This pathway prepares students for a wide range of postsecondary opportunities, including college programs, technical certifications, and careers that support agriculture, natural resources, environmental stewardship, and related industries.



Students in this pathway also have opportunities to apply their learning through career-focused projects, leadership development, internships, and agricultural organizations that promote teamwork, communication, and professional growth. Whether students plan to enter the workforce, attend a technology center, pursue industry certifications, or continue their education at a college or university, this pathway provides a strong foundation for success in both traditional and emerging agricultural and environmental careers.

ACADEMY OF
ENVIRONMENTAL
AND
AGRICULTURAL
SERVICES
PATHWAY
GROWING FUTURES. SUSTAINING TOMORROW.

POTENTIAL CAREER OPPORTUNITIES IN

ENVIRONMENTAL AND AGRICULTURAL SERVICES

- AGRICULTURAL TECHNICIAN
- FARM MANAGER
- RANCH MANAGER
- VETERINARY TECHNICIAN
- ENVIRONMENTAL SCIENTIST
- WILDLIFE OFFICER
- CONSERVATION OFFICER
- AGRIBUSINESS MANAGER
- SOIL AND PLANT SCIENTIST
- EQUIPMENT OPERATOR

	Core Courses	Required Pathway Elective	Additional Electives	General Electives
Foundation **Year 1**	English I; Advanced English I+ Algebra I; Algebra II+; Advanced Algebra II+ Biology I; Advanced Biology I Oklahoma History/Elective	Introduction to Agriculture I Other Agriculture Course	Computer Courses/STEM Student Council+ World Languages	Select from Course Catalog
Skill Building **Year 2**	English Language Arts Algebra II; Advanced Algebra II+; Geometry+; Advanced Geometry+ Physical Science; Chemistry; Advanced Chemistry; AP Chemistry World History; AP World History	Agriculture Courses	Business Courses/Computer Courses/STEM Family and Consumer Sciences Journalism I & II+ Student Council+ World Languages Yearbook+	Select from Course Catalog
College Readiness **Year 3**	English Language Arts: Composition I Geometry; Advanced Geometry+; College Algebra+; Pre-Calculus+; Statistics+ Anatomy & Physiology+; AP Biology+; Astronomy / Chemistry+; Advanced Chemistry+; AP Chemistry+; Forensics American History; AP American History; College American History / College Government		Business Courses/Computer Courses Concurrent College Courses Family and Consumer Sciences GCTC Programs Journalism I & II+ Junior Internship Psychology/Sociology Student Council+ World Languages Yearbook+	Select from Course Catalog
College Transition **Year 4**	English Language Arts; Composition II Algebra II; Advanced Algebra II+; College Algebra+; Pre-Calculus+; Statistics+ Anatomy & Physiology+; AP Biology+; Astronomy; Chemistry+; Advanced Chemistry+; AP Chemistry+; Forensics		Business Courses/Computer Courses/STEM Concurrent College Courses Family and Consumer Sciences GCTC Programs Journalism I & II+ Psychology/Sociology Senior Internship Student Council+ World Languages Yearbook+	Select from Course Catalog

Academy of Human Services and Resources

The Academy of Human Services & Resources prepares students for careers focused on serving, supporting, and improving the lives of individuals, families, and communities. Through coursework that emphasizes communication, leadership, wellness, education, human development, and interpersonal skills, students gain a deeper understanding of the social, emotional, and practical needs of people across all stages of life. Students develop the ability to work collaboratively, solve problems, demonstrate empathy, and communicate effectively—skills that are highly valued in a wide range of professions.



This pathway provides opportunities for students to explore careers in education, counseling, social services, recreation, public service, and community-based organizations while building a strong foundation for both college and career readiness. Students may participate in hands-on learning experiences, internships, leadership activities, and career-focused coursework that connects classroom learning to real-world applications. Whether students plan to enter the workforce, pursue industry certifications, attend a technology center, or continue their education at a college or university, this pathway equips them with the knowledge, skills, and experiences needed to make a positive impact in the lives of others and their communities.

ACADEMY OF
HUMAN SERVICES AND RESOURCES
PATHWAY

EMPOWERING INDIVIDUALS. • STRENGTHENING COMMUNITIES. • BUILDING FUTURES.

POTENTIAL CAREER OPPORTUNITIES IN

HUMAN SERVICES AND RESOURCES



TEACHER



THERAPIST



CHILDCARE CENTER DIRECTOR



SOCIAL WORKER



SCHOOL COUNSELOR



CHILD DEVELOPMENT SPECIALIST



ATHLETIC TRAINER



HR SPECIALIST



SPORTS OFFICIAL



PSYCHOLOGIST



COMMUNITY SERVICES MANAGER



LAW ENFORCEMENT

	Core Courses	Required Pathway Elective	Additional Electives	General Electives
Foundation **Year 1**	English I; Advanced English I+ Algebra I; Algebra II+; Advanced Algebra II+ Biology I; Advanced Biology I Oklahoma History/ Elective	Family and Consumer Sciences	Computer Courses/General Business Courses Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
Skill Building **Year 2**	English Language Arts Algebra II; Advanced Algebra II+; Geometry+; Advanced Geometry+ Physical Science; Chemistry; Advanced Chemistry; AP Chemistry World History; AP World History	Family and Consumer Sciences	Computer Courses/General Business Courses Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
College Readiness **Year 3**	English Language Arts; Composition I Geometry; Advanced Geometry+; College Algebra+; Pre-Calculus+; Statistics+ Anatomy & Physiology+; AP Biology+ ; Astronomy; Chemistry+; Advanced Chemistry+; AP Chemistry+ ; Forensics American History; AP American History; College American History; College Government		Computer Courses/General Business Courses Concurrent College Courses GCTC Programs Junior Internship Psychology/Sociology Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
College Transition **Year 4**	English Language Arts; Composition II Geometry; Advanced Geometry+; College Algebra+; Pre-Calculus+; Statistics+ Anatomy & Physiology+; AP Biology+; Astronomy; Chemistry+; Advanced Chemistry+; AP Chemistry+; Forensics		Business Courses/Computer Courses Concurrent College Courses GCTC Programs Psychology/Sociology Senior Internship Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog

Academy of Manufacturing and Engineering

The Academy of Manufacturing & Engineering provides students with a strong foundation in engineering principles, construction technology, manufacturing systems, and technical problem-solving. Students explore how products and structures are designed, built, and maintained while developing skills in mathematics, science, and applied technology that are essential in modern industry.

Through hands-on, project-based learning, students gain practical experience using tools, equipment, and industry-relevant manufacturing and construction processes. Emphasis is placed on safety, teamwork, critical thinking, and innovation as students work to solve real-world engineering and production challenges.

This pathway prepares students for a variety of postsecondary opportunities, including technical certifications, apprenticeships, career technology programs, and college degrees. Students interested in engineering, construction, robotics, industrial maintenance, and advanced manufacturing will gain valuable skills and experiences that support success in high-demand technical careers.

ACADEMY OF
MANUFACTURING
AND
ENGINEERING
PATHWAY
DESIGN • BUILD • ENGINEER

POTENTIAL CAREER OPPORTUNITIES IN

MANUFACTURING AND ENGINEERING



ENGINEER



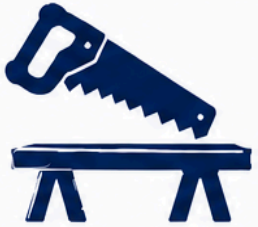
WELDER



CNC MACHINIST



CONSTRUCTION MANAGER



CARPENTER



ELECTRICIAN



PLUMBER/HVAC



DIESEL MECHANIC

	Core Courses	Required Pathway Elective	Additional Electives	General Electives
Foundation **Year 1**	English I; Advanced English I+ Algebra I; Algebra II+; Advanced Algebra II+ Biology I; Advanced Biology I Oklahoma History/ Elective	Computer Applications I; STEM; Agriculture Course	Computer Courses/General Business Courses Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
Skill Building **Year 2**	English Language Arts Algebra II; Advanced Algebra II+; Geometry+; Advanced Geometry+ Physical Science; Chemistry; Advanced Chemistry; AP Chemistry World History; AP World History	Computer Applications II+ STEM; Agriculture Course	Computer Courses/General Business Courses Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
College Readiness **Year 3**	English Language Arts; Composition I Geometry; Advanced Geometry+; College Algebra+; Pre-Calculus+; Statistics+ Anatomy & Physiology+; AP Biology+ ; Astronomy; Chemistry+; Advanced Chemistry+; AP Chemistry+ ; Forensics American History; AP American History; College American History; College Government	Concurrent Engineering Manufacturing Courses, GCTC Programs Internship options	Computer Courses/General Business Courses Concurrent College Courses GCTC Programs Junior Internship Psychology/Sociology Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
College Transition **Year 4**	English Language Arts; Composition II Geometry; Advanced Geometry+; College Algebra+; Pre-Calculus+; Statistics+ Anatomy & Physiology+; AP Biology+; Astronomy; Chemistry+; Advanced Chemistry+; AP Chemistry+; Forensics		Business Courses/Computer Courses Concurrent College Courses GCTC Programs Psychology/Sociology Senior Internship Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog

Academy of Business and Marketing

The Academy of Business & Marketing is designed for students interested in understanding how businesses operate and how organizations succeed in a competitive economy. This pathway provides students with a strong foundation in business principles, finance, marketing, entrepreneurship, and organizational leadership. Students learn how products and services are developed, promoted, and delivered, while also gaining insight into budgeting, financial decision-making, customer service, and management practices.



Through engaging, real-world learning experiences, students develop essential skills in communication, leadership, problem-solving, teamwork, and professional responsibility. Coursework emphasizes both creative and analytical thinking as students explore topics such as advertising, digital marketing, business planning, and economic decision-making. These experiences help students understand how businesses function at the local, national, and global levels.

This pathway prepares students for a wide range of postsecondary opportunities, including college business programs, career technology training, industry certifications, and direct entry into the workforce. Students interested in careers in marketing, finance, management, sales, entrepreneurship, and business administration will find meaningful preparation and hands-on experience within this academy.

ACADEMY OF BUSINESS AND MARKETING PATHWAY

LEAD. • INSPIRE. • SUCCEED.

POTENTIAL CAREER OPPORTUNITIES IN

BUSINESS AND MARKETING



BUSINESS



MARKETING/SALES



ACCOUNTANT



ENTREPRENEUR



REAL ESTATE AGENT



SMALL BUSINESS OWNER



RECRUITING



FINANCE

	Core Courses	Required Pathway Elective	Additional Electives	General Electives
Foundation **Year 1**	English I; Advanced English I+ Algebra I; Algebra II+; Advanced Algebra II+ Biology; Advanced Biology I Oklahoma History/ Elective	Computer Applications I & II+ Image Design & Editing I & II+	Computer Courses/General Business Courses Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
Skill Building **Year 2**	English Language Arts Algebra II; Advanced Algebra II+; Geometry+; Advanced Geometry+ Physical Science; Chemistry; Advanced Chemistry; AP Chemistry World History; AP World History	Computer Applications I & II+ Image Design & Editing I & II+	Computer Courses/General Business Courses Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
College Readiness **Year 3**	English Language Arts; Composition I Geometry; Advanced Geometry+; College Algebra+; Pre-Calculus+; Statistics+ Anatomy & Physiology+; AP Biology+ ; Astronomy; Chemistry+; Advanced Chemistry+; AP Chemistry+ ; Forensics American History; AP American History; College American History; College Government	Concurrent Business/Marketing Courses GCTC Programs Internship options	Computer Courses/General Business Courses Concurrent College Courses GCTC Programs Junior Internship Psychology/Sociology Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
College Transition **Year 4**	English Language Arts; Composition II Geometry; Advanced Geometry+; College Algebra+; Pre-Calculus+; Statistics+ Anatomy & Physiology+; AP Biology+; Astronomy; Chemistry+; Advanced Chemistry+; AP Chemistry+; Forensics	Concurrent Business/Marketing Courses GCTC Programs Internship options	Business Courses/Computer Courses Concurrent College Courses GCTC Programs Psychology/Sociology Senior Internship Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog

Academy of Health Sciences

The Academy of Health Sciences prepares students for careers in healthcare, wellness, and medical support services. This pathway provides a strong foundation in anatomy, physiology, medical terminology, and patient care skills, helping students understand how the human body functions and how healthcare professionals support patient health and well-being.

Through hands-on, career-focused learning experiences, students develop essential skills in communication, teamwork, problem-solving, and professional responsibility. Coursework emphasizes both academic knowledge and practical application, allowing students to explore real-world healthcare practices and develop an understanding of clinical and non-clinical healthcare environments.

This pathway prepares students for a wide range of postsecondary opportunities, including college degree programs, career technology training, industry certifications, and direct entry into healthcare fields. Students interested in nursing, emergency medical services, dental care, physical therapy, athletic training, pharmacy, and healthcare administration will find meaningful preparation and exploration within this academy.

ACADEMY OF HEALTH SCIENCES PATHWAY

COMPASSION • KNOWLEDGE • SERVICE

POTENTIAL CAREER OPPORTUNITIES IN

HEALTH SCIENCES



NURSE



(EMT)



PHYSICAL/ OCCUPATIONAL THERAPY



RADIOLOGY TECHNICIAN



SPEECH LANGUAGE PATHOLOGIST



ATHLETIC TRAINER



PHYSICIAN



PHARMACIST



DENTAL PROFESSIONAL
(DENTIST & DENTAL HYGIENIST)

	Core Courses	Required Pathway Elective	Additional Electives	General Electives
Foundation **Year 1**	English I; Advanced English I+ Algebra I; Algebra II+; Advanced Algebra II+ Biology I; Advanced Biology I Oklahoma History/ Elective	Computer Applications I & II+ Family and Consumer Sciences	Computer Courses/General Business Courses Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
Skill Building **Year 2**	English Language Arts Algebra II; Advanced Algebra II+; Geometry+; Advanced Geometry+ Physical Science; Chemistry; Advanced Chemistry; AP Chemistry World History; AP World History	Computer Applications I & II+ Family and Consumer Sciences	Computer Courses/General Business Courses Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
College Readiness **Year 3**	English Language Arts; Composition I Geometry; Advanced Geometry+; College Algebra+; Pre-Calculus+; Statistics+ Anatomy & Physiology+; AP Biology+ ; Astronomy; Chemistry+; Advanced Chemistry+; AP Chemistry+ ; Forensics American History; AP American History; College American History; College Government	Health Careers (GCTC) Concurrent Health Science Courses Internship opportunities Advanced science	Computer Courses/General Business Courses Concurrent College Courses GCTC Programs Junior Internship Psychology/Sociology Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog
College Transition **Year 4**	English Language Arts; Composition II Geometry; Advanced Geometry+; College Algebra+; Pre-Calculus+; Statistics+ Anatomy & Physiology+; AP Biology+; Astronomy; Chemistry+; Advanced Chemistry+; AP Chemistry+; Forensics	Health Careers (GCTC) Concurrent Health Science Courses Internship opportunities Advanced science	Business Courses/Computer Courses Concurrent College Courses GCTC Programs Psychology/Sociology Senior Internship Sports History/Sports Officiating Student Council+ World Languages Yearbook+	Select from Course Catalog

Course Descriptions

Language Arts

The Language Arts Department provides students with opportunities to develop strong reading, writing, speaking, and critical thinking skills through a progressive sequence of courses from foundational English to advanced and college-level composition and literature. Courses emphasize comprehension of complex texts, effective written and oral communication, research skills, and the ability to analyze and evaluate information across a variety of genres and disciplines. Students are encouraged to select courses that align with their academic goals and future plans while meeting graduation requirements and preparing for success in college, career, and lifelong communication needs.

ENGLISH I

Program Eligibility: Oklahoma's Promise, NCAA

English I develops students' reading, writing, speaking, and critical thinking skills through the study of literature and composition. Students explore a variety of genres, including poetry, drama, short stories, novels, and nonfiction texts. Emphasis is placed on grammar, vocabulary development, the writing process, and effective communication. Students learn to analyze literature and express ideas through both creative and analytical writing.

ADVANCED ENGLISH I

Program Eligibility: Oklahoma's Promise, NCAA

Advanced English I expands upon the English I curriculum by providing greater depth, rigor, and independent learning opportunities. Students complete summer reading and additional outside reading and writing assignments. Coursework emphasizes advanced literary analysis, academic writing, and college-preparatory vocabulary development. Students should be self-motivated, responsible, and prepared for a fast-paced learning environment.

ENGLISH II

Program Eligibility: Oklahoma's Promise, NCAA

English II builds upon the skills developed in English I through continued study of grammar, writing, and literature. Students develop effective paragraph and essay-writing skills while exploring short stories, novels, drama, poetry, and nonfiction. Emphasis is placed on critical reading, written communication, and literary analysis.

ADVANCED ENGLISH II

Program Eligibility: Oklahoma's Promise, NCAA

Advanced English II continues preparation for Advanced Placement coursework in the junior and senior years. Students engage in challenging reading assignments, literary analysis, and advanced writing experiences. Summer reading, independent reading, and analytical writing are emphasized as students strengthen critical thinking and communication skills.

ENGLISH III

Program Eligibility: Oklahoma's Promise, NCAA

English III focuses on American literature while strengthening students' composition and communication skills. Students develop expository writing techniques through structured essays and analytical responses. Emphasis is placed on organization, logical reasoning, research, and effective presentation of ideas.

AP ENGLISH III

Program Eligibility: Oklahoma's Promise, NCAA

AP English III is a college-level course focused on the analysis of nonfiction and rhetorical writing. Students read and evaluate a variety of essays, speeches, and other prose selections while developing advanced composition skills. Writing assignments emphasize argument, analysis, synthesis, and effective communication for different audiences and purposes. Students may earn college credit by achieving a qualifying score on the AP English Language and Composition Exam.

ENGLISH IV

Program Eligibility: Oklahoma's Promise, NCAA

English IV uses British literature to strengthen students' understanding and analysis of literary works. Students explore major authors, themes, and historical influences while developing advanced reading, writing, and critical thinking skills. Research-based writing and analytical essays are emphasized throughout the course.

AP ENGLISH IV

Program Eligibility: Oklahoma's Promise, NCAA

AP English IV is a college-level course that combines advanced composition and literary analysis. Students engage in rigorous reading and writing assignments designed to prepare them for college-level expectations. Summer reading is required. Students may earn college credit by achieving a qualifying score on the AP English Literature and Composition Exam.

Language Arts Electives

ACT PREPARATION

This course prepares students for success on the ACT by reviewing content and strategies used on the English, Math, Reading, and Science sections of the exam. Students strengthen skills in grammar, punctuation, sentence structure, mathematical reasoning, data interpretation, and problem solving. Test-taking strategies, time management, and practice assessments are incorporated throughout the course.

CREATIVE WRITING

Program Eligibility: NCAA

Creative Writing develops students' written communication skills through a variety of creative formats. Students explore poetry, short stories, scripts, journalism, advertising, and other forms of writing. Emphasis is placed on developing voice, creativity, character development, plot structure, and effective use of literary techniques.

READING FOR PLEASURE

Reading for Pleasure encourages students to develop lifelong reading habits through self-selected literature. Students read, discuss, analyze, and respond to a variety of texts while exploring personal interests and genres. Activities include discussions, response journals, creative projects, and goal-setting designed to strengthen comprehension and appreciation of literature.

JOURNALISM I

Journalism I introduces students to the fundamentals of news writing, reporting, editing, photography, and media production. Students develop skills in storytelling, interviewing, script writing, video production, and digital communication through hands-on projects and real-world applications.

JOURNALISM II

Journalism II builds upon the skills developed in Journalism I through advanced study of reporting, editing, photography, layout design, video production, and multimedia storytelling. Students create more complex media projects while strengthening leadership, communication, and production skills.

APPLIED COMMUNICATIONS

Applied Communications is a practical, skills-based course designed to strengthen students' verbal, written, and interpersonal communication abilities. Students develop effective communication strategies through speaking, listening, writing, presenting, and collaboration in real-world situations. Emphasis is placed on professional communication, workplace readiness, public speaking, digital communication, and critical thinking.

Mathematics

The Mathematics Department provides students with opportunities to develop problem-solving, critical-thinking, and analytical reasoning skills through a progression of courses ranging from foundational algebra to advanced college-level mathematics. Courses emphasize real-world applications, mathematical communication, and preparation for college, career, and workforce success. Students are encouraged to select courses that align with their academic goals and future plans while meeting graduation requirements.

ALGEBRA I

Program Eligibility: Oklahoma's Promise, NCAA

Algebra I develops students' problem-solving and critical-thinking skills through the study of foundational algebraic concepts. Topics include solving equations and inequalities, working with polynomials and exponents, analyzing functions, and solving systems of equations. Emphasis is placed on mathematical reasoning, real-world applications, and preparation for higher-level mathematics courses.

MATHEMATICAL MODELING WITH APPLICATIONS

Program Eligibility: Oklahoma's Promise, NCAA

Mathematical Modeling with Applications applies mathematics to real-world situations through problem solving, data analysis, and mathematical modeling. Students explore topics such as finance, probability, technology, science, and design while strengthening algebraic reasoning and quantitative literacy. Emphasis is placed on interpreting data, communicating mathematical thinking, and using mathematics as a practical tool for college, career, and everyday decision-making.

GEOMETRY

Program Eligibility: Oklahoma's Promise, NCAA

Geometry focuses on the study of shapes, space, and mathematical relationships. Students explore concepts involving triangles, polygons, circles, parallel lines, and geometric proofs while developing logical reasoning and problem-solving skills. The course emphasizes both theoretical understanding and practical applications of geometry.

ADVANCED GEOMETRY

Program Eligibility: Oklahoma's Promise, NCAA

Advanced Geometry covers the same core concepts as Geometry while providing greater depth, rigor, and pace. Students explore geometric relationships, proofs, constructions, and applications through more challenging coursework and problem-solving experiences. This course is designed for students who successfully completed Algebra I in middle school and are prepared for accelerated mathematics instruction.

ALGEBRA II

Program Eligibility: Oklahoma's Promise, NCAA

Algebra II extends the concepts learned in Algebra I and prepares students for advanced mathematics courses. Topics include complex numbers, quadratic functions and equations, exponential relationships, radicals, polynomial functions, and systems of equations. Students strengthen analytical thinking and apply mathematical concepts to a variety of real-world situations.

ADVANCED ALGEBRA II

Program Eligibility: Oklahoma's Promise, NCAA

Advanced Algebra II includes all topics covered in Algebra II while extending learning through logarithmic and trigonometric functions, sequences and series, probability, counting principles, and introductory matrix operations. The course is designed for students seeking a rigorous mathematics experience and preparation for advanced coursework such as Pre-Calculus and AP Calculus.

PRE-CALCULUS

Program Eligibility: Oklahoma's Promise, NCAA

Pre-Calculus prepares students for the study of calculus through an in-depth exploration of functions and mathematical analysis. Topics include polynomial, exponential, logarithmic, and trigonometric functions, as well as sequences, series, limits, and probability concepts. Emphasis is placed on problem solving, mathematical modeling, and developing a strong foundation for college-level mathematics.

AP CALCULUS AB

Program Eligibility: Oklahoma's Promise, NCAA

AP Calculus AB is a college-level mathematics course that introduces students to differential and integral calculus. Topics include limits, derivatives, integrals, and applications of calculus to real-world problems. Students develop analytical and problem-solving skills while preparing for the AP Calculus AB Exam. Students may earn college credit by achieving a qualifying score on the Advanced Placement examination.

ALGEBRA APPLICATIONS

Algebra Applications reinforces algebraic concepts and problem-solving skills through meaningful real-world applications. Students strengthen their understanding of equations, functions, percentages, statistics, and mathematical modeling while exploring topics such as budgeting, banking, credit, loans, taxes, insurance, and investing. This course emphasizes critical thinking, quantitative reasoning, and the mathematical skills necessary for success in postsecondary education, careers, and daily life.

STATISTICS

Program Eligibility: Oklahoma's Promise, NCAA

Statistics introduces students to the collection, analysis, interpretation, and presentation of data. Topics include measures of central tendency, variability, probability, data distributions, regression analysis, and statistical inference. Students learn to evaluate data critically and apply statistical reasoning to real-world situations, research, and decision-making.

Science

The Science Department provides students with opportunities to develop scientific literacy, critical-thinking skills, and a deeper understanding of the natural world. Through laboratory investigations, research, data analysis, and hands-on learning experiences, students explore the principles of life, physical, and earth sciences. Courses are designed to prepare students for college, career pathways, and informed decision-making in an increasingly scientific and technological world.

BIOLOGY I

Program Eligibility: Oklahoma's Promise, NCAA

Biology I introduces students to the study of living organisms and the processes that sustain life. Topics include cell structure and function, genetics, classification, ecology, photosynthesis, cellular respiration, evolution, and environmental science. Laboratory investigations and scientific inquiry are emphasized as students develop observation, analysis, and problem-solving skills.

5031 ADVANCED BIOLOGY

Program Eligibility: Oklahoma's Promise, NCAA

Advanced Biology expands upon the concepts introduced in Biology I through more rigorous coursework, laboratory experiences, and research activities. Students explore molecular biology, genetics, human biology, ecology, biotechnology, and environmental science in greater depth. This course is designed for students interested in advanced science study and serves as preparation for AP Biology.

AP BIOLOGY

Program Eligibility: Oklahoma's Promise, NCAA

AP Biology is a college-level course equivalent to an introductory biology course for science majors. Students engage in advanced study of cellular processes, genetics, evolution, ecology, organismal biology, and biological systems through extensive laboratory investigations and scientific research. The course emphasizes critical thinking, data analysis, and scientific inquiry. Students may earn college credit by achieving a qualifying score on the AP Biology Exam.

PHYSICAL SCIENCE

Program Eligibility: Oklahoma's Promise, NCAA

Physical Science explores the fundamental principles of matter, energy, motion, and forces. Students investigate topics such as chemical and physical changes, heat, sound, light, electricity, magnetism, and nuclear energy. Emphasis is placed on laboratory experiences and real-world applications of scientific concepts.

CHEMISTRY I

Program Eligibility: Oklahoma's Promise, NCAA

Chemistry I introduces students to the study of matter and its interactions. Topics include atomic structure, chemical bonding, reactions, solutions, acids and bases, gas laws, and environmental chemistry. Laboratory investigations and projects provide opportunities for students to apply scientific concepts, develop analytical skills, and understand the role of chemistry in everyday life.

ADVANCED CHEMISTRY

Program Eligibility: Oklahoma's Promise, NCAA

Advanced Chemistry extends the concepts introduced in Chemistry I through accelerated coursework and more in-depth scientific analysis. Students explore molecular geometry, kinetics, equilibrium, electrochemistry, colligative properties, and introductory organic chemistry. The course is designed to prepare students for AP Chemistry and other advanced science coursework.

AP CHEMISTRY

Program Eligibility: Oklahoma's Promise, NCAA

AP Chemistry is a college-level course equivalent to a first-year university chemistry course. Students investigate atomic structure, chemical reactions, thermodynamics, kinetics, equilibrium, electrochemistry, and solution chemistry through rigorous laboratory experiences and problem-solving activities. Students enrolled in AP Chemistry are also required to enroll in AP Science Lab. Students may earn college credit by achieving a qualifying score on the AP Chemistry Exam.

ANATOMY/PHYSIOLOGY

Program Eligibility: Oklahoma's Promise, NCAA

Anatomy and Physiology is designed for students interested in health science, medicine, nursing, physical therapy, and related careers. Students study the structure and function of the human body systems, medical terminology, and common disorders and diseases. Laboratory activities, group projects, and career exploration experiences help students develop a deeper understanding of human health and medical professions.

ASTRONOMY

Program Eligibility: Oklahoma's Promise, NCAA

Astronomy explores the origins, structure, and evolution of the universe. Students investigate celestial objects, the life cycle of stars, planetary systems, galaxies, space exploration, and the forces that govern the universe. The course also examines the historical development of astronomical discoveries and the technologies used to study space.

FORENSIC SCIENCE

Program Eligibility: Oklahoma's Promise, NCAA

Forensic Science applies concepts from biology and chemistry to the investigation of crimes and legal cases. Students examine topics such as DNA analysis, fingerprint identification, toxicology, blood evidence, forensic anthropology, and crime scene investigation techniques. Through laboratory activities and case studies, students learn how scientific evidence is collected, analyzed, and used within the criminal justice system.

IMPACTS OF SCIENCE AND TECHNOLOGY

Impact of Science and Technology examines the relationship between scientific discoveries, technological advancements, and their influence on society. Students explore how science and technology shape communication, healthcare, transportation, energy, industry, and everyday life. Through research, discussion, and project-based learning, students develop critical thinking and problem-solving skills while analyzing the benefits, and challenging considerations of emerging technologies. The course encourages students to become informed consumers, innovators, and responsible citizens in an increasingly technology-driven world.

ZOOLOGY

Program Eligibility: Oklahoma's Promise, NCAA

Zoology is a laboratory-based science course focused on the study of the animal kingdom. Students explore animal classification, anatomy, physiology, behavior, genetics, ecology, and biodiversity. Through dissections, research projects, and scientific investigations, students gain a deeper understanding of animal life and the relationships between organisms and their environments. The course also examines conservation efforts and the impact of human activities on animal populations and ecosystems.

Social Studies

The Social Studies Department helps students develop an understanding of history, government, economics, geography, and human behavior. Through the study of historical events, civic institutions, and contemporary issues, students strengthen critical-thinking, research, communication, and decision-making skills. Courses prepare students to become informed citizens and active participants in a diverse and interconnected world.

AMERICAN HISTORY

Program Eligibility: Oklahoma's Promise, NCAA

American History examines the development of the United States from the Reconstruction Era to the present. Students study major political, economic, social, and cultural events, including industrialization, reform movements, wars, civil rights, and modern America. Emphasis is placed on historical analysis, interpretation of primary and secondary sources, and understanding the impact of historical events on contemporary society.

AP AMERICAN HISTORY

Program Eligibility: Oklahoma's Promise, NCAA

AP American History is a college-level course that provides an in-depth study of United States history from Reconstruction to the present. Students analyze historical documents, evaluate multiple perspectives, and develop advanced historical writing and research skills. The course emphasizes critical thinking, historical interpretation, and preparation for the AP United States History Exam. Students may earn college credit by achieving a qualifying score on the AP examination.

OKLAHOMA HISTORY

Program Eligibility: Oklahoma's Promise, NCAA

Oklahoma History explores the geographic, cultural, political, and economic development of Oklahoma from its Native American foundations to the present day. Students examine the transition from Indian Territory to statehood and analyze the events, people, and industries that have shaped the state. Emphasis is placed on understanding Oklahoma's unique role in regional and national history.

MILITARY HISTORY

Military History examines the role of armed conflict, strategy, technology, and leadership from ancient wars to the present, emphasizing how military events shaped societies, politics, and culture. Through case studies, primary sources, maps, and multimedia, students analyze causes and consequences of major conflicts, compare military doctrines, and evaluate ethical and civilian impacts of war. The course develops critical thinking, historical interpretation, and communication skills while fostering an informed, balanced view of warfare's place in human history.

CAREER EXPLORATION

Career Exploration helps students identify their interests, strengths, and career goals while learning about a variety of career pathways. Through hands-on activities, career assessments, and workplace exploration, students develop personal learning plans and gain insight into educational and career opportunities available after high school.

U.S. GOVERNMENT

Program Eligibility: Oklahoma's Promise, NCAA

U.S. Government examines the structure, functions, and principles of the American political system. Students study the Constitution, the branches of government, political processes, civil liberties, and civic responsibilities. Emphasis is placed on understanding how government affects citizens and the importance of informed civic participation.

WORLD HISTORY

Program Eligibility: Oklahoma's Promise, NCAA

World History examines the development of civilizations and cultures from ancient times to the modern era. Students explore major political, economic, social, and cultural developments that have shaped the world. The course emphasizes historical connections, global perspectives, and the impact of historical events on contemporary societies.

AP WORLD HISTORY

Program Eligibility: Oklahoma's Promise, NCAA

AP World History is a college-level course that explores the development and interactions of civilizations from approximately A.D. 1200 to the present. Students analyze historical trends, global connections, and cultural developments through the study of primary and secondary sources. Emphasis is placed on historical thinking skills, comparative analysis, and preparation for the AP World History Exam. Students may earn college credit by achieving a qualifying score on the AP examination.

Social Studies Electives

CONTEMPORARY ISSUES

Contemporary Issues examines current social, political, economic, and cultural challenges facing society. Students analyze major social issues, evaluate multiple viewpoints, and explore how communities and institutions respond to change. Class discussions, research, and current events play a significant role in the course.

PSYCHOLOGY

Psychology introduces students to the scientific study of human behavior and mental processes. Students explore topics including learning, memory, personality, development, motivation, intelligence, mental health, and social behavior. The course examines major psychological theories and research while helping students better understand themselves and others.

SOCIOLOGY

Sociology is an introduction to the scientific study of human society, social behavior, and social institutions. Students examine culture, socialization, social groups, inequality, race and ethnicity, gender, family, education, religion, deviance, and social change. Through discussion, research, and real-world applications, students develop a deeper understanding of how society influences individuals and communities.

SPORTS HISTORY

Sports History explores the development and influence of sports in American society and around the world. Students examine the relationships between sports and social, economic, political, and cultural change. Topics include the impact of race, gender, ethnicity, social class, and major historical events on athletics and society.

World Languages

The World Languages Department provides students with opportunities to develop communication skills, cultural awareness, and global understanding. Through listening, speaking, reading, and writing experiences, students gain proficiency in a second language while exploring the traditions, histories, and perspectives of diverse cultures.

SPANISH I

Program Eligibility: Oklahoma's Promise, NCAA

Spanish I introduces students to the fundamentals of the Spanish language through listening, speaking, reading, and writing activities. Students build vocabulary, develop basic conversational skills, and learn foundational grammar concepts while exploring the cultures of Spanish-speaking countries. Classroom activities emphasize practical communication and cultural understanding.

SPANISH II

Program Eligibility: Oklahoma's Promise, NCAA

Spanish II builds upon the skills developed in Spanish I by expanding vocabulary, strengthening grammar proficiency, and increasing communication skills. Students continue to develop their listening, speaking, reading, and writing abilities while exploring the history, geography, and cultures of Spanish-speaking regions.

SPANISH III

Program Eligibility: Oklahoma's Promise, NCAA

Spanish III further develops language proficiency through advanced communication, reading, and writing activities. Students use authentic materials to expand vocabulary, improve fluency, and strengthen grammatical understanding. The course emphasizes cultural exploration and the practical use of Spanish in real-world situations.

POTAWATOMI LANGUAGE I ONLINE

Program Eligibility: Oklahoma's Promise, NCAA

Potawatomi Language I introduces students to the Potawatomi language and culture. Students develop foundational skills in listening, speaking, reading, and writing while learning about the traditions, history, and cultural heritage of the Potawatomi people. The course is designed for students with little or no prior experience with the language.

POTAWATOMI LANGUAGE II ONLINE

Program Eligibility: Oklahoma's Promise, NCAA

Potawatomi Language II builds upon the skills introduced in Potawatomi Language I. Students continue to develop proficiency in listening, speaking, reading, and writing while expanding their understanding of Potawatomi culture, traditions, and history. Emphasis is placed on increased language use and cultural appreciation.

Computer Technology Electives

The Computer Technology Department prepares students for success in a technology-driven world through courses that develop digital literacy, technical skills, problem-solving abilities, and creativity. Students explore computer applications, programming, cybersecurity, robotics, digital media, and emerging technologies while gaining valuable skills for college, career, and industry certifications.

COMPUTER APPLICATIONS I

Program Eligibility: Oklahoma's Promise

Computer Applications I introduces students to essential computer and technology skills used in academic, personal, and professional settings. Students develop proficiency in keyboarding, word processing, internet research, databases, and digital communication. Emphasis is placed on productivity, organization, and responsible technology use.

COMPUTER APPLICATIONS II

Program Eligibility: Oklahoma's Promise

Computer Applications II expands students' digital literacy and technology skills through advanced applications of word processing, spreadsheets, presentations, databases, desktop publishing, and web design. Students explore HTML, CSS, introductory JavaScript, and topics related to digital citizenship, online safety, and ethical technology use. Project-based learning provides opportunities to apply skills in real-world situations.

MULTIMEDIA APPLICATIONS

Multimedia Applications introduces students to the principles and tools used to create digital media for communication, marketing, and entertainment. Students develop skills in graphic design, digital imaging, audio and video production, animation, and multimedia presentations while learning industry-standard software and design techniques. Through creative projects, students explore visual communication, content creation, and digital storytelling while preparing for careers in graphic design, digital media, marketing, broadcasting, web design, and related fields.

IMAGE DESIGN & EDITING I

Program Eligibility: Oklahoma's Promise

Image Design and Editing I introduces students to digital photography and graphic design using Adobe Photoshop. Students learn image editing techniques, color correction, photo restoration, file management, and design fundamentals. Hands-on projects help students develop creativity and technical skills while producing professional-quality digital images.

IMAGE DESIGN & EDITING II

Program Eligibility: Oklahoma's Promise

Image Design and Editing II builds upon skills developed in Image Design and Editing I. Students explore advanced photography techniques, digital image manipulation, graphic design, layout development, and visual storytelling. Projects emphasize creativity, communication, and the effective use of photography and design in media production.

Robotics Engineering

Program Eligibility: Oklahoma's Promise

Robotics Engineering introduces students to engineering design and problem-solving through hands-on robotics projects. Students work collaboratively to research, design, build, test, and improve robotic systems while learning concepts related to programming, automation, safety, and engineering principles. Computer technology credit is earned through successful completion of this course.

COMPUTER SCIENCE PRINCIPLES

Program Eligibility: Oklahoma's Promise

Computer Science Principles introduces students to the foundations of computing, programming, and digital innovation. Using Python as a primary programming language, students develop computational thinking and problem-solving skills while exploring software development, data analysis, cybersecurity, and the societal impact of technology. This College Board-endorsed course prepares students for the AP Computer Science Principles Exam and potential college credit opportunities.

CYBERSECURITY

Program Eligibility: Oklahoma's Promise

Cybersecurity introduces students to the principles of protecting information, networks, and digital systems. Students learn about cyber threats, ethical hacking, data security, privacy, risk management, and responsible technology practices. The course emphasizes ethical decision-making and prepares students for future studies and careers in cybersecurity and information technology.

ESPORTS

Esports explores the rapidly growing world of competitive gaming and the careers that support the industry. Students examine game strategy, teamwork, communication, event management, broadcasting, marketing, information technology, and content creation. The course emphasizes professionalism, collaboration, and career opportunities within the esports industry.

COMPETITIVE ESPORTS

Students will participate in individual and team-based competitions while learning the importance of collaboration, time management, and responsible technology use. This course provides valuable experience applicable to careers in gaming, technology, media, business, and communications.

YEARBOOK

Yearbook is a publication and production course focused on creating the school's annual yearbook. Students develop skills in writing, editing, photography, graphic design, layout development, advertising, and journalistic ethics. Emphasis is placed on teamwork, creativity, and meeting publication deadlines.

Business Electives

The Business Department prepares students with practical knowledge and skills needed for success in college, careers, entrepreneurship, and personal financial management. Through hands-on learning experiences, students develop leadership, communication, financial literacy, and workplace readiness skills applicable to a wide range of professions.

FINANCIAL LITERACY

Financial Literacy equips students with the knowledge and skills necessary to make informed financial decisions. Topics include budgeting, banking, credit management, investing, insurance, taxes, consumer protection, and financial planning. Completion of this course satisfies Oklahoma's Personal Financial Literacy graduation requirements.

GENERAL BUSINESS

General Business introduces students to the foundations of business, economics, entrepreneurship, and the free enterprise system. Students explore business organization, management, marketing, finance, technology, and consumer decision-making. Practical activities help students understand how businesses operate and the role consumers play in the marketplace.

BUSINESS COMPUTER APPLICATIONS

Business Computer Applications provides students with practical technology skills used in today's workplace. Students develop proficiency in business software applications, including word processing, spreadsheets, presentations, databases, and digital communication tools. Emphasis is placed on productivity, data management, problem-solving, and professional communication while preparing students for success in college, careers, and a technology-driven business environment.

ECONOMICS

Program Eligibility: Oklahoma's Promise, NCAA

Economics examines how individuals, businesses, and governments make decisions regarding the production, distribution, and consumption of goods and services. Students explore concepts such as scarcity, supply and demand, market systems, entrepreneurship, personal finance, and the role of government in the economy. Real-world applications and current events help students understand how economic principles impact daily life and society.

ACCOUNTING I

Accounting I introduces students to the principles and practices of financial recordkeeping. Students learn the fundamentals of double-entry accounting, financial transactions, journals, ledgers, payroll, and financial statements. Practical simulations provide hands-on experience in applying accounting concepts used by businesses and organizations.

FUNDAMENTALS OF TECHNOLOGY

Fundamentals of Technology provides students with an introduction to technology systems, engineering concepts, and innovation. Students explore problem-solving processes, design principles, robotics, manufacturing, transportation, energy systems, digital tools, and workplace safety. Hands-on projects help students develop technical skills and prepare for advanced technology-related coursework.

INTRODUCTION TO ENTREPRENEURSHIP

Introduction to Entrepreneurship explores the process of creating, developing, and managing a business. Students learn about opportunity recognition, innovation, business planning, marketing, finance, customer service, leadership, and risk management. Through hands-on projects and collaborative activities, students develop the skills and confidence needed for entrepreneurial success.

DIGITAL MARKETING

Digital Marketing introduces students to the strategies businesses use to promote products, services, and brands through digital platforms. Students explore social media marketing, branding, content creation, online advertising, search engine optimization, email marketing, consumer behavior, and data analytics. Projects provide opportunities to create and evaluate real-world marketing campaigns.

BUSINESS LAW/EDUCATION

Business Law and Education introduces students to the legal principles that influence businesses, schools, and society. Topics include contracts, consumer rights, employment law, ethics, liability, intellectual property, privacy, discrimination, and professional conduct. Through case studies and real-world scenarios, students develop critical-thinking and decision-making skills while gaining an understanding of legal systems and responsibilities.

Fine Arts Electives

The Fine Arts Department provides students with opportunities to develop creativity, technical skills, self-expression, and artistic appreciation through visual and performing arts experiences. Courses encourage collaboration, critical thinking, communication, and artistic growth while preparing students for continued study and careers in the arts.

Theatre Arts

DRAMA I

Drama I introduces students to the fundamentals of theatre through acting, performance, and theatre history. Students explore character development, stage movement, improvisation, and basic production elements while developing confidence, creativity, and communication skills.

DRAMA II

Drama II builds upon the skills developed in Drama I through advanced acting techniques and performance experiences. Students study monologues, duet acting, scene work, directing, Shakespearean theatre, and technical theatre concepts while preparing for performances and productions.

DRAMA III

Drama III emphasizes advanced study of theatre history, performance, and production. Students examine theatrical styles, cultural influences, and production techniques while applying their learning through performance and production experiences. Participation in production activities is required.

DRAMA IV

Drama IV provides advanced instruction in acting, directing, and theatre production. Students assume leadership roles in planning, directing, performing, and producing theatrical performances, including children's theatre productions presented to local audiences. Participation in production activities is required.

STAGECRAFT

Stagecraft is a hands-on course focused on the technical aspects of theatre production. Students learn set construction, painting, lighting, sound design, props, costumes, makeup, and stage management while safely using tools and equipment. The course provides practical experience in supporting theatrical performances.

PLAY PRODUCTION

Play Production explores all aspects of theatrical performance and production, including acting, directing, stage design, costumes, props, lighting, and makeup. Students gain experience in both on-stage and behind-the-scenes roles while learning how various production elements work together to create successful performances.

MYTHOLOGY

Program Eligibility: NCAA

This course explores myths and legends from a variety of cultures and civilizations. Students examine how mythology has influenced literature, art, music, history, and modern society. Emphasis is placed on cultural understanding, storytelling, and the lasting impact of mythological traditions.

Music

BAND

Band is a performance-based course that develops musicianship, teamwork, and leadership through marching and concert band experiences. Students participate in football games, concerts, competitions, festivals, parades, and community performances. Additional rehearsals outside the school day, including summer practices and sectionals, are required.

WIND ENSEMBLE

Wind Ensemble is the premier concert performance group of the Shawnee Band program. Students refine instrumental technique, musical interpretation, and ensemble performance skills through the study of advanced wind and percussion literature. Participation in concerts, festivals, and special performances is required. *Audition and/or director approval may be required.*

BEGINNING BAND

Beginning Band is designed for students with little or no previous instrumental experience who wish to join the high school band program. Students learn the fundamentals of instrumental performance, music reading, and ensemble participation while preparing for advancement into other band ensembles.

JAZZ BAND ENSEMBLE

Jazz Band develops musicianship through the study and performance of jazz styles and literature. Students explore improvisation, music theory, jazz history, and ensemble performance while participating in concerts, festivals, and community performances. *Audition and/or director approval may be required.*

COLOR GUARD

Color Guard develops performance skills through flag work, dance, movement, and marching techniques. Students perform as part of the marching band program and participate in rehearsals, performances, and competitions. *Auditions or sponsor approval may be required.*

MUSIC APPRECIATION

Music Appreciation introduces students to the fundamentals of music and the role of music in cultures around the world. Students explore a variety of musical genres, styles, composers, and historical periods while developing listening and analytical skills.

MUSIC THEORY

Music Theory provides students with a comprehensive understanding of music notation, rhythm, melody, harmony, scales, chords, and musical form. Through composition, analysis, ear training, and sight-reading activities, students strengthen their musicianship and prepare for advanced music study.

MUSIC HISTORY

Music History examines the development of music across cultures, historical periods, and societies. Students study influential composers, performers, styles, and movements while exploring how music reflects historical events and cultural change.

SHOW CHOIR

Show Choir is an auditioned performance ensemble that combines vocal performance, choreography, and stage presence. Students participate in concerts, festivals, competitions, and community performances while developing advanced vocal and performance skills.*Audition and/or director approval may be required.*

MIXED CHOIR

Mixed Choir is a performance-based ensemble that emphasizes vocal development, musicianship, and ensemble singing. Students perform a variety of choral literature representing diverse styles and historical periods. Participation in rehearsals and performances outside of class is required. *Audition and/or director approval may be required.*

JAZZ CHOIR

Jazz Choir is an auditioned vocal ensemble focused on jazz and contemporary a cappella performance. Students develop skills in vocal jazz techniques, improvisation, ensemble singing, and performance while participating in concerts and special events.*Audition and/or director approval may be required.*

Vocal Music II

Vocal Music II is a select performance ensemble for students seeking advanced choral experiences. Students study and perform challenging vocal literature while developing musical interpretation, vocal technique, and ensemble skills through rehearsals and performances. *Audition and/or director approval may be required.*

Visual Arts

ART I

Art I introduces students to the foundations of visual art through drawing, painting, design, art history, aesthetics, and art criticism. Students explore a variety of media and techniques while developing creativity, artistic skills, and an appreciation for visual expression.

DRAWING I

Drawing I focuses on the development of observational and creative drawing skills. Students explore composition, perspective, shading, and a variety of drawing media while building a strong foundation for advanced visual arts courses.

PAINTING I

Painting I introduces students to painting techniques, composition, color theory, and artistic expression through a variety of painting media. Students develop technical skills while creating original works of art.

CERAMICS I

Ceramics I introduces students to hand-building and wheel-throwing techniques while exploring both functional and decorative clay forms. Students learn fundamental ceramic processes, glazing methods, and studio safety procedures.

CERAMICS II

Ceramics II builds upon the skills learned in Ceramics I through more advanced hand-building, wheel-throwing, glazing, and design techniques. Students continue developing craftsmanship and artistic expression through original ceramic projects.

CERAMICS III

Ceramics III provides advanced study in ceramic art through the creation of original three-dimensional works. Students refine technical skills, explore personal artistic styles, and develop a portfolio of ceramic artwork.

SCULPTURE I

Sculpture I introduces students to three-dimensional design through the use of clay, plaster, stone, and mixed media materials. Students explore sculptural techniques, artistic expression, and design principles while creating original works of art.

ADVANCED STUDIO ART

Advanced Studio Art prepares students for Advanced Placement Studio Art and advanced visual arts study. Students strengthen their understanding of the elements of art and principles of design while creating a portfolio that demonstrates technical skill, creativity, and artistic growth.

MOCK TRIAL

Mock Trial is a performance-based course that introduces students to the American legal system through courtroom simulation. Students assume the roles of attorneys and witnesses while developing public speaking, critical-thinking, teamwork, and communication skills through trial preparation and competition-style experiences.

VIDEO AND AUDIO PRODUCTION I

Video and Audio Production I is a hands-on course that teaches students the creative and technical aspects of digital media production. Students learn planning, scripting, filming, editing, audio production, lighting, and storytelling techniques while creating a variety of video projects such as commercials, documentaries, news segments, and short films.

Physical Education Electives

The Physical Education Department promotes lifelong fitness, wellness, teamwork, and healthy living. Courses provide students with opportunities to develop physical skills, improve personal fitness, build leadership qualities, and gain knowledge that supports overall health and well-being.

CHEER / POM

Prerequisites: 2.5 GPA, 90% Attendance, and Successful Completion of Spring Tryouts
Grade Levels: 9–12

Cheer/Pom is a performance-based course designed to promote school spirit and support athletic programs through cheerleading, dance, and spirit activities. Students develop leadership, teamwork, physical fitness, and performance skills while participating in school events, competitions, camps, and community activities. Summer practices and additional activities outside the regular school day are required.

COMPETITIVE ATHLETICS

Competitive Athletics provides student-athletes with opportunities to develop sport-specific skills, teamwork, leadership, and sportsmanship through participation in interscholastic athletics. Students enrolled in this course compete in Oklahoma Secondary School Activities Association (OSSAA) sanctioned sports and are expected to participate in practices, competitions, and related team activities. After-school practices are required during the athletic season.

ADVANCED ATHLETIC TRAINING (WEIGHTLIFTING)

Advanced Athletic Training focuses on improving strength, speed, agility, flexibility, endurance, and overall athletic performance. Students participate in structured conditioning and resistance-training programs designed to enhance physical fitness and support athletic development. Emphasis is placed on proper technique, injury prevention, goal setting, and personal improvement.

HEALTH & WELLNESS

Health and Wellness promotes physical fitness, healthy choices, and personal well-being. Students participate in a variety of fitness activities and lifetime sports while studying topics such as nutrition, disease prevention, substance abuse awareness, stress management, and personal health. CPR instruction and awareness of automated external defibrillators (AEDs) are included. This course fulfills the district health requirement.

OUTDOOR EDUCATION (I-IV)

Outdoor Education introduces students to outdoor recreation, survival skills, and environmental awareness through hands-on experiences. Students explore topics such as land navigation, climbing, aquatic education, fire building, water purification, outdoor safety, conservation, and natural resource management. The course encourages teamwork, problem solving, and appreciation of the outdoors.

SPORTS OFFICIATING

Sports Officiating introduces students to the rules, responsibilities, and skills required to officiate athletic contests. Students study game management, communication, decision-making, sportsmanship, and the psychology of officiating while preparing for potential certification in sports such as football, basketball, baseball, and softball. Certification testing opportunities may be available at the student's expense.

Career Technology Electives

The Career and Technical Education (CTE) programs provide students with hands-on, career-focused learning experiences designed to build technical skills, workplace readiness, and industry knowledge across a variety of high-demand fields. Through a combination of classroom instruction, lab-based learning, and real-world application, students gain practical experience aligned with postsecondary education, certifications, and employment opportunities. Students are encouraged to select coursework that reflects their interests and long-term career goals while developing the skills needed for success in college, career, and the workforce.

EXPLORING AVIATION AND AEROSPACE

Exploring Aviation and Aerospace introduces students to the fundamentals of flight, aerospace technology, and unmanned aircraft systems (drones). Students learn safe and legal drone operation, flight systems, photography and videography applications, and business uses of drone technology. The course also explores the physics of flight, aerodynamics, propulsion systems, rocketry, orbital mechanics, and robotics through hands-on projects and real-world applications.

LAUNCHING INTO AVIATION

Launching Into Aviation provides students with an introduction to the rapidly expanding field of unmanned aircraft systems (UAS). Students explore drone technologies, aviation career opportunities, industry applications, safety regulations, and emerging trends in commercial aviation. Emphasis is placed on developing foundational knowledge and skills for future aviation and aerospace studies.

INTRODUCTION TO FLIGHT

Introduction to Flight explores the design, construction, operation, and performance of modern aircraft. Students examine different types of aircraft, their components, and the materials used in aircraft construction. Topics include the four forces of flight, aircraft controls, stability, maneuvering, and basic aerodynamics. The course also introduces career opportunities within the aviation industry.

AIRCRAFT SYSTEMS AND PERFORMANCE

Aircraft Systems and Performance provides an in-depth study of the systems that support both crewed and uncrewed aircraft. Students examine powerplants, fuel systems, electrical systems, flight instruments, navigation systems, and aircraft documentation. The course also explores factors affecting aircraft performance and teaches students how to evaluate operational and performance data used in aviation.

IMPACTS OF SCIENCE AND TECHNOLOGY

Impacts of Science and Technology examines how scientific discoveries and technological innovations influence society, the environment, and the global economy. Students investigate topics such as communication, transportation, medicine, energy, artificial intelligence, environmental sustainability, and emerging technologies. Through research, discussion, and project-based learning, students develop critical-thinking skills and evaluate the benefits and challenges associated with technological advancement.

FAMILY AND CONSUMER SCIENCE

Family and Consumer Science introduces students to essential life and career skills through project-based learning. Students explore topics such as nutrition, food preparation, sewing, personal development, communication, and family relationships. Leadership development through Family, Career and Community Leaders of America (FCCLA) is an integral part of the course.

LIFETIME NUTRITION & WELLNESS

Lifetime Nutrition and Wellness focuses on healthy living through proper nutrition, physical activity, and informed lifestyle choices. Students learn principles of nutrition, food safety, menu planning, food preparation, wellness strategies, and stress management. The course also examines the nutritional needs of individuals across the lifespan, including athletes and active individuals. FCCLA participation opportunities are incorporated throughout the course.

HUMAN GROWTH & DEVELOPMENT

Human Growth and Development examines physical, cognitive, emotional, and social development across the lifespan. Students study the stages of human development from infancy through older adulthood while exploring family dynamics, cultural influences, health, safety, and human relationships. FCCLA leadership activities are integrated into the course experience.

COUNSELING & MENTAL HEALTH

Counseling and Mental Health introduces students to the foundations of mental health, counseling, and human services careers. Students explore mental wellness, brain function, counseling practices, ethical considerations, and the impact of mental health on individuals and communities. The course promotes awareness of healthy coping strategies and career opportunities in counseling and behavioral health fields. FCCLA leadership opportunities are available.

INTRODUCTION TO HOSPITALITY AND TOURISM

This course introduces students to careers and opportunities within the hospitality, tourism, food service, and event management industries. Students develop skills in customer service, communication, food planning, nutrition, hospitality operations, and professional conduct. Real-world applications help students understand the importance of service, leadership, and management in hospitality-related careers. FCCLA participation is encouraged as part of the course experience.

INTRODUCTION TO AGRISCIENCE

Introduction to Agriscience provides students with a broad overview of the agricultural industry and its impact on society. Students explore fundamental concepts in animal science, plant science, agricultural mechanics, leadership, record keeping, and public speaking. Course topics include agricultural history, economics, consumer awareness, animal care, agricultural technology, and career opportunities within agriculture. Students also have opportunities to participate in FFA leadership and competitive events.

AGRICULTURAL EDUCATION II

Agricultural Education II expands students' understanding of agricultural science through the study of animal science, soil science, plant science, agricultural mechanics, and leadership development. Students apply scientific principles to agricultural practices while developing career-readiness skills through classroom instruction, laboratory activities, SAE programs, and FFA participation.

AGRICULTURAL POWER & TECHNOLOGY I

Agricultural Power and Technology I introduces students to the skills and safety practices used in agricultural mechanics, construction, and metal fabrication. Students receive hands-on training in welding, cutting, tool operation, project construction, and equipment maintenance. Topics may include SMAW (stick welding), MIG welding, oxy-fuel cutting, plasma cutting, woodworking, plumbing, electricity, and shop safety.

AGRICULTURAL POWER & TECHNOLOGY II

Agricultural Power and Technology II builds upon the skills developed in Agricultural Power and Technology I. Students gain advanced knowledge of agricultural machinery, engines, tractors, power systems, and equipment maintenance. Additional topics include internal combustion engines, hydraulic systems, electronics, sensors, onboard technology, agricultural equipment operation, and workplace safety.

AGRICULTURAL STRUCTURES

Agricultural Structures introduces students to the design, construction, and maintenance of agricultural buildings and facilities. Students develop skills in blueprint reading, construction planning, concrete work, framing, roofing, electrical systems, plumbing, ventilation, and finishing techniques. Emphasis is placed on safe tool operation, project management, and practical construction applications.

INTRODUCTION TO ANIMAL SCIENCE

Introduction to Animal Science explores the principles of livestock production, animal health, and animal management. Students study genetics, nutrition, reproduction, animal selection, breeding practices, health management, disease prevention, marketing, and livestock evaluation. The course emphasizes responsible animal care and the role of animal agriculture in food production systems.

INTRODUCTION TO HORTICULTURE

Introduction to Horticulture introduces students to the science and business of growing and maintaining plants. Topics include plant identification, propagation, greenhouse management, floriculture, landscape design, nursery operations, and plant care. Through hands-on activities, students develop practical skills while exploring careers in horticulture and plant science.

Leadership, Student Leadership, and Internship Opportunities

The Leadership Program provides students with opportunities to develop communication, collaboration, problem-solving, and professional skills through service, leadership experiences, and career exploration. These courses encourage students to become active contributors within their school, community, and future careers.

STUDENT COUNCIL

Student Council is designed for elected student leaders who represent the student body and serve as a liaison between students, faculty, administration, and the community. Students develop leadership, communication, organizational, and event-planning skills while coordinating school activities, service projects, and student engagement initiatives. Active participation in school events and leadership activities is expected.

INTERNSHIP I

Junior Internship provides students with structured, work-based learning experiences aligned with their career interests and future educational goals. Through supervised placements in professional settings, students gain firsthand exposure to career fields while developing workplace skills, professionalism, and industry knowledge. Internships are planned and evaluated collaboratively by the student, internship coordinator, and site supervisor. Enrollment is based on an application and selection process.

INTERNSHIP II

Senior Internship extends and enhances students' work-based learning experiences through advanced internship placements aligned with individual career goals. Students apply workplace skills, explore career pathways, and gain valuable professional experience while working alongside industry professionals. Internships are supervised and evaluated by both the internship coordinator and site supervisor. Enrollment is based on an application process and available internship opportunities.

ADAPTIVE SKILLS ASSISTANT

Adaptive Skills Assistant provides students with opportunities to work alongside special education staff while supporting students with disabilities in educational settings. Students develop leadership, communication, empathy, and interpersonal skills while gaining insight into careers in education, human services, healthcare, and related fields. Responsibilities may include assisting with classroom activities, supporting student learning, and promoting an inclusive educational environment.

JUNIOR OFFICE PROCEDURES

Office Procedures introduces students to the fundamental skills and responsibilities required in professional office environments. Students develop organizational, communication, customer service, and technology skills while gaining experience with common business practices and workplace expectations. Instruction includes office management, business correspondence, telephone and email etiquette, scheduling, data entry, and the use of office software applications. Through hands-on activities and real-world scenarios, students learn to manage daily office operations efficiently while preparing for careers in business, administration, customer service, healthcare offices, education offices, and other professional settings.

SENIOR OFFICE PROCEDURES

Office Procedures introduces students to the fundamental skills and responsibilities required in professional office environments. Students develop organizational, communication, customer service, and technology skills while gaining experience with common business practices and workplace expectations. Instruction includes office management, business correspondence, telephone and email etiquette, scheduling, data entry, and the use of office software applications. Through hands-on activities and real-world scenarios, students learn to manage daily office operations efficiently while preparing for careers in business, administration, customer service, healthcare offices, education offices, and other professional settings.

ALGEBRA APPLICATIONS (link has standards and pacing guide)

Algebra Applications reinforces algebraic concepts and problem-solving skills through meaningful real-world applications. Students strengthen their understanding of equations, functions, percentages, statistics, and mathematical modeling while exploring topics such as budgeting, banking, credit, loans, taxes, insurance, and investing. This course emphasizes critical thinking, quantitative reasoning, and the mathematical skills necessary for success in postsecondary education, careers, and daily life.

Notes: This class is replacing Math of Finance (and was recently named Math Analysis)

Additional Note: Created in PS, local code 2025. Added to courses added chart. OCAS pending-LS

MATHEMATICAL MODELING WITH APPLICATIONS (link has standards and pacing guide)

This course builds on concepts learned in Algebra I and Geometry through mathematical modeling, algebraic reasoning, data analysis, and real-world problem-solving. Students apply mathematics to authentic situations involving finance, probability, patterns, science, design, and technology. Emphasis is placed on solving equations, interpreting functions, analyzing quantitative relationships, and communicating mathematical reasoning. Students develop critical thinking skills while strengthening their understanding of mathematics as a tool for college, career, and real-world decision making. The course is designed to reinforce algebraic foundations while supporting postsecondary readiness and practical application of mathematics in a variety of settings.

Notes: This class is replacing Intermediate Algebra

HISTORY OF SPORTS (link has standards and pacing guide)

History of Sports explores the development and influence of sports in American society and around the world. Students examine the relationships between sports and social, economic, political, and cultural change. Topics include the impact of race, gender, ethnicity, social class, and major historical events on athletics and society.

SPORTS OFFICIATING (link has standards and pacing guide)

Sports History explores the development and influence of sports in American society and around the world. Students examine the relationships between sports and social, economic, political, and cultural change. Topics include the impact of race, gender, ethnicity, social class, and major historical events on athletics and society.

ALGEBRA APPLICATIONS

Algebra Applications reinforces algebraic concepts and problem-solving skills through meaningful real-world applications. Students strengthen their understanding of equations, functions, percentages, statistics, and mathematical modeling while exploring topics such as budgeting, banking, credit, loans, taxes, insurance, and investing. This course emphasizes critical thinking, quantitative reasoning, and the mathematical skills necessary for success in postsecondary education, careers, and daily life.

Algebra Applications

Unit-to-Standards Alignment

Budgeting and Financial Planning

Standards:

A1.A.1.1 – Use knowledge of solving equations with rational values to represent, use and apply mathematical models and interpret solutions in the original context.

A1.F.1.3 – Write linear functions, using function notation, to represent mathematical models.

A1.F.3.1 – Identify and generate equivalent representations of linear functions, graphs, tables, and real-world situations.

Banking and Savings

Standards:

A1.F.2.1 – Distinguish between linear and nonlinear (including exponential) functions. Understand that linear functions grow by equal intervals and that exponential functions grow by equal factors over equal intervals.

A1.F.3.2 – Use function notation; evaluate a function at a given point in its domain algebraically and graphically. Interpret the results in terms of the original context.

Credit and Debt

Standards:

A1.F.2.1 – Distinguish between linear and nonlinear (including exponential) functions. Understand that linear functions grow by equal intervals and that exponential functions grow by equal factors over equal intervals.

A1.F.3.1 – Identify and generate equivalent representations of linear functions, graphs, tables, and real-world situations.

Payroll and Taxes

Standards:

A1.A.1.1 – Use knowledge of solving equations with rational values to represent, use and apply mathematical models and interpret solutions in the original context.

A1.F.1.3 – Write linear functions, using function notation, to represent mathematical models.

Insurance and Risk Analysis

Standards:

A1.F.1.5 – Interpret graphs as being discrete or continuous.

A2.F.1.9 – Recognize whether a discrete or continuous graphical representation is appropriate to create a graph based upon a mathematical model.

Investing and Compound Growth

Standards:

A1.F.2.1 – Distinguish between linear and nonlinear (including exponential) functions. Understand that linear functions grow by equal intervals and that exponential functions grow by equal factors over equal intervals.

A1.F.3.2 – Use function notation; evaluate a function at a given point in its domain algebraically and graphically. Interpret the results in terms of the original context.

Housing and Transportation Costs

Standards:

A1.A.1.3 – Analyze, use and apply mathematical models to solve problems involving systems of linear equations with a maximum of two variables by graphing, substitution, and elimination.

A1.F.3.1 – Identify and generate equivalent representations of linear functions, graphs, tables, and real-world situations.

Consumer Decision Making

Standards:

A1.F.3.2 – Use function notation; evaluate a function at a given point in its domain algebraically and graphically. Interpret the results in terms of the original context.

A2.F.1 – Understand functions as descriptions of covariation (how related quantities vary together).

The emphasis is on reinforcing algebraic concepts through authentic situations rather than teaching a traditional Algebra I sequence.

Algebra Applications

Suggested Year-Long Pacing Guide

Unit 1: Mathematical Foundations and Financial Decision-Making

Weeks 1-3

Topics

- Order of operations
- Integers, rational numbers, and percentages
- Estimation and financial decision-making
- Interpreting tables and graphs

Oklahoma Mathematics Standards Connections

- Numerical and Quantitative Reasoning (N)
- Data Analysis and Probability (D)

Applications

- Sales tax calculations
- Discounts and markups
- Comparison shopping
- Unit pricing

Unit 2: Budgeting and Personal Money Management

Weeks 4-7

Topics

- Creating and analyzing budgets
- Income and expenses
- Fixed and variable costs
- Equations and formulas

Oklahoma Mathematics Standards Connections

- Algebraic Reasoning and Algebra (A.1, A.2)
- Functions (F.1)

Applications

- Monthly budgeting
- Net pay calculations
- Financial goal setting

Unit 3: Banking and Financial Institutions

Weeks 8-10

Topics

- Checking and savings accounts
- Simple and compound interest
- Exponential growth
- Financial record keeping

Oklahoma Mathematics Standards Connections

- Functions (F.1, F.2)
- Algebraic Reasoning (A.2)

Applications

- Bank reconciliations
- Savings growth models
- Interest calculations

Unit 4: Data Analysis and Consumer Decision-Making

Weeks 11-13

Topics

- Measures of center
- Data displays
- Scatterplots
- Correlation and trends

Oklahoma Mathematics Standards Connections

- Data Analysis and Probability (D.1, D.2)

Applications

- Consumer research
- Product comparisons
- Financial data interpretation

Unit 5: Credit and Debt Management

Weeks 14-18

Topics

- Credit scores
- Loans
- Interest rates
- Linear and exponential models

Oklahoma Mathematics Standards Connections

- Algebraic Reasoning (A.2)
- Functions (F.1, F.2)

Applications

- Credit card debt analysis
- Auto loans
- Loan comparisons

Semester Project

Unit 6: Taxes and Payroll

Weeks 19-22

Topics

- Gross and net pay
- Payroll deductions
- Tax calculations
- Piecework and commission

Oklahoma Mathematics Standards Connections

- Numerical and Quantitative Reasoning
- Algebraic Reasoning (A.1)

Applications

- Paycheck analysis
- W-4 simulations
- Tax preparation scenarios

Unit 7: Insurance and Risk Management

Weeks 23-26

Topics

- Probability
- Risk assessment
- Insurance premiums
- Deductibles and coverage

Oklahoma Mathematics Standards Connections

- Data Analysis and Probability (D.1, D.2)

Applications

- Auto insurance comparisons
- Health insurance plans

- Risk evaluation

Unit 8: Investing and Wealth Building

Weeks 27-31

Topics

- Stocks, bonds, and mutual funds
- Compound interest
- Exponential functions
- Long-term financial planning

Oklahoma Mathematics Standards Connections

- Functions (F.1, F.2)
- Algebraic Reasoning (A.2)

Applications

- Retirement planning
- Investment growth models
- Portfolio simulations

Unit 9: Housing, Transportation, and Major Purchases

Weeks 32-35

Topics

- Mortgages
- Leasing vs. buying
- Cost analysis
- Mathematical modeling

Oklahoma Mathematics Standards Connections

- Algebraic Reasoning
- Functions
- Data Analysis

Applications

- Apartment comparisons
- Vehicle ownership costs
- Home affordability

Unit 10: Capstone Consumer Mathematics Project

Weeks 36-38

Topics

- Financial planning
- Budget management
- Decision-making
- Presentation of findings

Applications

- Life after high school simulation
- Career-based budgeting project
- Comprehensive financial portfolio

Final Assessment
Students develop and present a comprehensive financial plan based on a chosen career pathway, including income, budgeting, banking, insurance, taxes, housing, transportation, and investing decisions.

Sports Officiating

Aligned to Oklahoma Academic Standards

and

Oklahoma Academic Standards for English Language Arts

Course Description

In this course, students will learn the rules, gameplay, and guidelines for a variety of sports, including soccer, baseball, softball, basketball, volleyball, football, and tennis. Students will also learn officiating calls and hand signals for each sport, as well as the role a sports official plays in maintaining fair play, sportsmanship, communication, and safety. Students will develop leadership, teamwork, critical thinking, and career-readiness skills through classroom instruction, simulations, and practical officiating experiences.

Communication

Students will:

- Demonstrate effective verbal and nonverbal communication
- Practice active listening and conflict resolution
- Use sport-specific terminology appropriately

Related ELA Standards

- Standard 1: Listening & Speaking
- Standard 5: Language
- Standard 7: Multimodal Literacies

Critical Thinking & Problem Solving

Students will:

- Analyze gameplay situations
- Apply rules consistently and fairly
- Make quick decisions under pressure

Related ELA Standards

- Standard 3: Critical Reading & Writing

- Standard 6: Research & Information Literacy

Leadership & Collaboration

Students will:

- Work effectively in officiating crews
- Demonstrate professionalism and accountability
- Lead discussions and game management situations

Workplace Readiness Skills

- Teamwork
- Responsibility
- Ethical behavior
- Time management

Career & College Readiness Connections

Students will practice:

- Leadership
- Communication
- Ethical decision-making
- Conflict resolution
- Professionalism
- Time management

Potential career pathways include:

- Sports officiating
- Coaching
- Athletic administration
- Sports management

Quarter 1 Foundations of Officiating & Court Sports

(Weeks 1–9)

Unit 1: Introduction to Sports Officiating

Topics

- Roles and responsibilities of officials
- Ethics and sportsmanship
- Safety procedures
- Professional communication
- Introduction to rulebooks

Oklahoma ELA Standards

- **1.1 Listening & Speaking**
- **3.1 Critical Thinking**
- **6.1 Research Skills**

Activities

- Rulebook scavenger hunt
- Sportsmanship discussions
- Video analysis
- Conflict-resolution scenarios

Assessments

- Rules and ethics quiz
- Reflection assignment
- Participation rubric

Unit 2: Basketball Officiating

Topics

- Court positioning
- Fouls and violations
- Hand signals
- Game mechanics

Oklahoma ELA Standards

- **1.2 Collaborative Discussion**
- **7.1 Visual & Media Literacy**
- **5.2 Language Conventions**

Activities

- Signal practice
- Mock games
- Whistle mechanics drills
- Film analysis

Assessments

- Practical signals test
- Written rules quiz
- Live officiating evaluation

Unit 3: Volleyball Officiating

Topics

- Rotations
- Net and boundary violations
- Scoring procedures
- Line judging

Oklahoma ELA Standards

- **1.3 Oral Communication**
- **3.2 Analyze Information**
- **7.2 Multimedia Communication**

Activities

- Peer officiating
- Line judge simulations
- Rotation practice

Assessments

- Mechanics rubric
- Rules application quiz

Quarter 1 Competencies

Students will:

- Demonstrate proper officiating mechanics
- Apply rules accurately
- Communicate effectively during games
- Exhibit professionalism and teamwork

Quarter 2

Field Sports & Advanced Officiating Skills

(Weeks 10–18)

Unit 4: Soccer Officiating

Topics

- Field positioning
- Offside rule
- Advantage rule
- Penalty procedures

Oklahoma ELA Standards

- **3.3 Analytical Thinking**
- **1.4 Group Communication**
- **6.2 Evaluating Information**

Activities

- Positioning drills
- Video replay analysis
- Scrimmage officiating

Assessments

- Soccer rules exam
- Live-call evaluation

Unit 5: Baseball & Softball Officiating

Topics

- Strike zones
- Safe/out calls
- Base positioning
- Game management

Oklahoma ELA Standards

- **2.4 Writing Process**
- **5.1 Grammar & Communication**
- **6.3 Research Skills**

Activities

- Umpire mechanics stations
- Scenario analysis
- Signal practice

Assessments

- Written case studies
- Plate mechanics demonstration

Unit 6: Football Officiating

Topics

- Penalties and enforcement
- Down and distance management
- Crew communication
- Timing procedures

Oklahoma ELA Standards

- **1.2 Discussion & Collaboration**
- **3.5 Argument & Reasoning**
- **7.3 Digital Literacy**

Activities

- Penalty enforcement scenarios

- Crew communication drills
- Film study

Assessments

- Football rules test
- Crew mechanics evaluation

Unit 7: Tennis Officiating & Culminating Activities

Topics

- Match scoring
- Line calls
- Tournament procedures
- Career exploration

Oklahoma ELA Standards

- **1.1 Speaking & Listening**
- **8.1 Independent Learning**
- **7.4 Presentation Skills**

Activities

- Match simulations
- Career research project
- Student-led officiating

Final Assessments

- Practical officiating exam
- Written final exam
- Reflection presentation

Suggested Instructional Strategies

- Live game simulations
- Video replay analysis
- Small-group collaboration
- Peer officiating rotations
- Scenario-based learning
- Self and peer assessments

Sports History

Aligned to the Oklahoma Academic Standards for Social Studies

Course Description

Sports History examines the historical, cultural, political, and economic development of sports in the United States and globally. Students analyze how sports reflect and influence society, including issues of race, gender, economics, media, globalization, and politics.

The course uses a social studies lens to study:

- Civil rights and integration in sports
- Olympic history and international relations
- Economics of professional sports
- Media influence and sports culture
- Gender equity in athletics (Title IX)
- Labor issues, unions, and athlete activism
- Oklahoma and regional sports history

Instruction emphasizes historical inquiry, analysis of primary and secondary sources, civic understanding, and argumentation.

This course integrates:

Social Studies Process Standards

Students will:

- Develop inquiry-based questions
- Evaluate primary and secondary sources
- Analyze multiple perspectives
- Construct evidence-based arguments
- Communicate conclusions effectively

Content Standards Embedded

- U.S. History (USH)
- U.S. Government (USG)
- Economics (E)
- Geography (G)
- World History (WH)

OAS- ELA Integration:

Week	Sports History Topic	Suggested ELA Skills Integration	Suggested Oklahoma ELA Standards
Week 1	Introduction to Sports as History	Narrative writing, inquiry discussion, informational reading	9.2.W.1, 9.1.L.1, 9.3.R.1
Week 2	Origins of Modern Sports	Source comparison, summarizing, informational text analysis	9.3.R.2, 9.3.R.7, 9.2.W.3
Week 3	Sports in Early America	Compare/contrast writing, historical analysis	9.3.R.3, 9.2.W.3, 9.4.W.2

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Week 4	Jackie Robinson & Integration	Argument writing, primary source analysis, CER responses	9.3.R.1, 9.2.W.1, 9.1.L.2
Week 5	Title IX & Gender Equity	Data interpretation, argumentative discussion and writing	10.3.R.7, 10.2.W.1, 10.1.L.1
Week 6	Sports and Media	Media literacy, rhetorical analysis, bias evaluation	10.3.R.4, 10.3.R.3, 10.2.W.3
Week 7	Economics of Sports	Informational writing, chart and graph analysis	10.3.R.1, 10.2.W.2, 10.4.R.1
Week 8	Quarter Benchmark Review	Evidence review, collaborative discussion, test literacy	9.1.L.1, 9.3.R.1, 10.3.R.1

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Week 10	Olympics & Global Politics	Comparative analysis, evaluating perspectives	10.3.R.2, 10.3.R.6, 10.2.W.1
Week 11	College Sports	Debate skills, counterclaims, position paper writing	10.2.W.1, 10.1.L.2, 10.3.R.3
Week 12	Professional Sports Leagues	Technical reading, synthesis writing, research skills	10.3.R.1, 10.2.W.2, 10.4.W.2

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Week 13	Athlete Activism	Persuasive writing, speech analysis, civic discourse	10.3.R.4, 10.2.W.1, 10.1.L.1
Week 14	Sports and Technology	Research writing, evaluating innovation arguments	10.4.W.2, 10.3.R.7, 10.2.W.3
Week 15	Oklahoma Sports History	Local history research, presentation skills	9.4.W.2, 10.1.L.3, 10.3.R.1
Week 16	Controversies in Sports	Ethical argumentation, seminar discussion, evidence analysis	10.2.W.1, 10.1.L.1, 10.3.R.3

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Week 17	Capstone Project Preparation	Thesis development, research process, source evaluation	10.4.W.2, 10.3.R.1, 10.2.W.1
Week 18	Capstone Presentations & Final Exam	Formal presentation, reflective writing, speaking/listening	10.1.L.3, 10.2.W.3, 10.1.L.1

Week 1 Introduction to Sports as History

Essential Question

How do sports reflect society and culture?

Standards

- Social Studies Process Standard 1 (Inquiry)
- USH.1.1 (Historical thinking skills)

Learning Targets

- Define sports history as a discipline
- Identify how sports reflect culture and society
- Understand course expectations and inquiry methods

Activities

- Sports timeline brainstorming
- “Sports in my life” reflection
- Introduction to historical inquiry

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CFA

- Sports culture reflection paragraph
- Vocabulary check

Summative/Product

- Personal sports history narrative

Week 2 Origins of Modern Sports

Essential Question

Where did modern sports come from?

Standards

- WH.1.2 (Cultural development)
- Process Standard 2 (Source analysis)

Learning Targets

- Trace origins of major sports
- Analyze early sports systems
- Compare ancient vs. modern sports

Activities

- Ancient Olympics study
- Early American sports reading
- Timeline creation

CFA

- Source analysis exit ticket

Summative/Product

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- Sports origin timeline

Week 3 Sports in Early America

Essential Question

How did sports develop in early American society?

Standards

- USH.2.1 (Early American culture)
- Process Standard 3 (Multiple perspectives)

Learning Targets

- Examine early American sports culture
- Analyze class and regional differences in sports
- Identify early professionalization

Activities

- Primary source analysis

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- Early baseball development study

CFA

- Short-answer historical analysis

Summative/Product

- Early sports comparison essay

Week 4 Jackie Robinson & Integration

Essential Question

How did integration change sports and society?

Standards

- USH.6.3 (Civil Rights Movement)
- Process Standard 5 (Evidence-based writing)

Learning Targets

- Analyze Jackie Robinson’s impact
- Evaluate resistance and progress in integration
- Connect sports to civil rights

Activities

- Jackie Robinson primary sources
- MLB integration timeline

CFA

- CER paragraph (Claim-Evidence-Reasoning)

Summative/Product

- Integration impact essay

Week 5 Title IX & Gender Equity

Essential Question

How has gender equality changed sports?

Standards

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- USG.3.1 (Equal protection principles)
- USH.7.1 (Social movements)

Learning Targets

- Explain Title IX
- Analyze gender equity in athletics
- Evaluate progress and challenges

Activities

- Title IX case studies
- Girls' sports participation data

CFA

- Data interpretation exit ticket

Summative/Product

- Title IX analysis project

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Week 6 Sports and Media

Essential Question

How has media changed sports?

Standards

- Process Standard 2
- E.2.3 (Media and economics)

Learning Targets

- Analyze media influence on sports
- Examine broadcasting history
- Evaluate social media impact

Activities

- Sports broadcasting evolution timeline
- Media bias analysis

CFA

- Media comparison worksheet

Summative/Product

- Sports media analysis essay

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Week 7 Economics of Sports

Essential Question

How do sports function as a business?

Standards

- E.1.1 (Scarcity and markets)
- E.2.2 (Labor and wages)

Learning Targets

- Understand sports revenue systems
- Analyze salaries and contracts
- Evaluate economic impact of sports

Activities

- Salary comparison charts
- Team revenue breakdown

CFA

- Sports economics quiz

Summative/Product

- Sports business analysis

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Week 8 Quarter Benchmark Review

Standards

- Integrated Weeks 1–8 standards

Activities

- Review stations
- Group discussions

CFA

- Practice benchmark

Summative/Product

- Quarter exam

Week 10 Olympics & Global Politics

Essential Question

How do the Olympics reflect global politics?

Standards

- WH.6.3 (Global conflict/cooperation)
- G.3.1 (Geopolitical analysis)

Learning Targets

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- Analyze Olympic history
- Evaluate political boycotts
- Understand international relations

Activities

- Olympic timeline
- Boycott case studies

CFA

- Event analysis worksheet

Summative/Product

- Olympics political impact essay

Week 11 College Sports

Essential Question

What role do college sports play in education and economics?

Standards

- E.2.2 (Labor systems)
- USH.8.1 (Modern institutions)

Learning Targets

- Analyze NCAA structure
- Evaluate athlete compensation debates
- Examine education vs. athletics

Activities

- NCAA case study
- Debate: pay for athletes

CFA

- Argument paragraph

Summative/Product

- College sports position paper

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Week 12 Professional Sports Leagues

Essential Question

How are professional sports structured?

Standards

- E.2.1 (Markets and systems)

Learning Targets

- Understand league structures
- Analyze contracts and unions
- Evaluate salary systems

Activities

- Collective bargaining simulation
- League comparison charts

CFA

- Union role quiz

Summative/Product

- Professional sports analysis

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Week 13 Athlete Activism

Essential Question

How have athletes influenced social change?

Standards

- USH.7.2 (Civil rights movements)
- USG.2.1 (Civic engagement)

Learning Targets

- Analyze athlete activism
- Evaluate social impact
- Connect sports to civic action

Activities

- Case studies (Ali, Kaepernick, etc.)
- Debate discussions

CFA

- CER writing task

Summative/Product

- Athlete activism essay

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Week 14 Sports and Technology

Essential Question

How has technology changed sports?

Standards

- Process Standard 2
- E.3.1 (Innovation and productivity)

Learning Targets

- Analyze technological advancements
- Evaluate fairness and performance impacts

Activities

- Replay technology case study
- Equipment evolution analysis

CFA

- Technology impact reflection

Summative/Product

- Sports technology report

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Week 15 Oklahoma Sports History

Essential Question

How has sports shaped Oklahoma identity?

Standards

- OKH.5.1 (Oklahoma history)
- G.2.2 (Regional geography)

Learning Targets

- Identify key Oklahoma teams and athletes
- Analyze local sports impact
- Evaluate cultural significance

Activities

- Oklahoma sports timeline
- Local athlete research

CFA

- Oklahoma sports quiz

Summative/Product

- Local sports history project

Week 16 Controversies in Sports

Essential Question

What ethical issues exist in sports?

Standards

- USG.3.2 (Rights and responsibilities)
- Process Standard 4

Learning Targets

- Analyze doping, scandals, ethics

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- Evaluate fairness in sports

Activities

- Case study analysis
- Ethical debates

CFA

- Ethics scenario responses

Summative/Product

- Sports ethics essay

Week 17 Capstone Project Preparation

Standards

- Process Standard 5 (Construct arguments)

Learning Targets

- Develop research question
- Gather evidence
- Organize presentation

CFA

- Research proposal approval

Summative/Product

- Capstone draft

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Week 18 Capstone Presentations & Final Exam

Learning Targets

- Present historical analysis
- Demonstrate understanding of course themes

CFA

- Presentation rubric scoring

Summative/Product

- Final capstone project
- Semester exam

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Mathematical Modeling with Applications

Proposed Course Name:
Mathematical Modeling with Applications

Suggested Course Number:
4418 (if locally allowable/aligned with state coding) or locally approved elective/core math designation pending district approval.

Course Description:
Prerequisites: Algebra I, Geometry
Grade Levels: 10–12
Program Eligibility: None

This course builds on concepts learned in Algebra I and Geometry through mathematical modeling, algebraic reasoning, data analysis, and real-world problem-solving. Students apply mathematics to authentic situations involving finance, probability, patterns, science, design, and technology. Emphasis is placed on solving equations, interpreting functions, analyzing quantitative relationships, and communicating mathematical reasoning. Students develop critical thinking skills while strengthening their understanding of mathematics as a tool for college, career, and real-world decision making. The course is designed to reinforce algebraic foundations while supporting postsecondary readiness and practical application of mathematics in a variety of settings.

Course Description

Mathematical Modeling with Applications is a rigorous mathematics course that extends concepts learned in Algebra I, Geometry, and Foundations of Data Analysis through real-world problem solving, quantitative reasoning, data analysis, and mathematical modeling. Students apply mathematics to authentic situations involving finance, business, science, technology, engineering, health, and public policy. Emphasis is placed on interpreting quantitative information, solving equations and inequalities, analyzing functions, evaluating data, and communicating mathematical reasoning.

The course strengthens algebraic and geometric foundations while developing students' ability to formulate mathematical models, analyze relationships among variables, evaluate solutions, and make informed decisions using mathematics. Students engage in authentic applications that prepare them for college, career, and workforce opportunities requiring quantitative literacy, critical thinking, and problem-solving skills.

Course Rationale

Mathematical Modeling with Applications provides students with opportunities to apply mathematics beyond traditional classroom exercises. Building upon concepts from Algebra I, Geometry, and Foundations of Data Analysis, students use mathematical reasoning to analyze real-world situations, evaluate information, and solve complex problems. The course emphasizes mathematical literacy and practical application while reinforcing foundational skills necessary for success in postsecondary education and modern careers.

Pacing and Essential Standards

Q1	IA.A.1.5 Represent and solve real-world situations with inequalities and interpret solutions in their original context.	Algebraic Reasoning and Algebra	Oklahoma Mathematics Framework
Q1	A1.D.1.1 Analyze and interpret data presented in graphs, tables, charts, and statistical displays.	Data and Probability	Oklahoma Mathematics Framework
Q2	IA.A.2.3 Model real-world situations involving absolute value equations.	Algebraic Reasoning and Algebra	Oklahoma Mathematics Framework
Q2	IA.A.3.9 Identify zeros, roots, x-intercepts, and solutions of quadratic equations using multiple methods.	Algebraic Reasoning and Algebra	Oklahoma Mathematics Framework
Q2	A2.D.1.3 Develop and use mathematical models to represent and analyze real-world situations.	Data and Probability / Mathematical Modeling	Oklahoma Mathematics Framework
Q3	IA.F.1.6 Describe the contextual meaning of a coordinate point or interval within a function.	Functions	Oklahoma Mathematics Framework
Q3	IA.N.2.3 Use the Pythagorean Theorem and Distance Formula.	Geometry and Measurement	Oklahoma Mathematics Framework
Q3	IA.N.2.4 Find and interpret midpoint and endpoint relationships in the coordinate plane.	Geometry and Measurement	Oklahoma Mathematics Framework

Q4	IA.S.1.2 Use real-world scenarios to recognize patterns, make predictions, and solve problems.	Data and Probability / Mathematical Modeling	Oklahoma Mathematics Framework

AIA® Document A141® – 2024

Standard Form of Agreement Between Owner and Design-Builder for a Traditional Design-Build Project

AGREEMENT made as of the Twenty-seventh day of May in the year Two Thousand Twenty-Six
(In words, indicate day, month, and year.)

BETWEEN the Owner:
(Name, legal status, address, and other information)

Shawnee Public Schools
326 North Union
Shawnee, OK 74801
(405) 273-0653

and the Design-Builder:
(Name, legal status, address, and other information)

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, OK 73136
(405) 478-3580

for the following Project:
(Name, location, and detailed description)

Shawnee Press Box Elevator - Phase 1 & 2
1001 N. Kennedy Ave.
Shawnee, Oklahoma 74801

The Owner and Design-Builder agree as follows.

ADDITIONS AND DELETIONS:
The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes 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 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.

Consultation with an attorney is also encouraged with respect to professional licensing requirements in the jurisdiction where the Project is located.

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 Owner's Criteria

This Agreement is based on the Owner's Criteria set forth in this Section 1.1. The Owner's Criteria is fixed as of the date of this Agreement.

(For each item in Section 1.1.1 through 1.1.10, insert the information or a statement such as "not applicable" or "unknown at the time of execution.)

§ 1.1.1 The Owner's program for the Project:

(Identify below, or in an attached exhibit, the documentation in which the program is set forth, or state the manner in which the program will be developed.)

Phase 1 of this project will involve the structural investigation of the existing elevator shaft at the Shawnee Public Schools Jim Thorpe Stadium west grandstand to determine viability and design upgrades needed to modify the structure and install a new elevator.

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Subject to Owner authorization following the completion of the Phase 1 investigative work, Phase 2 of the Project will include preparation of design and construction documents, advertisement for and receipt of subcontractor and supplier bids, establishment of the Guaranteed Maximum Price (GMP), and construction of the modifications necessary for the installation of a new elevator, including installation of the elevator, in accordance with the construction documents.

§ 1.1.2 The Owner's design requirements for the Project:
(Identify below, or in an attached exhibit, the documentation that contains the Owner's design requirements, including any performance specifications for the Project.)

TBD

§ 1.1.3 The Project's physical characteristics:
(Identify or describe below, or in an attached exhibit, if appropriate, size, location, dimensions, or other pertinent information, such as geotechnical or environmental reports; site, boundary, topographic, or existing building surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site; Project and site requirements; etc.)

The project is located at the Shawnee Public Schools Jim Thorpe Stadium west grandstand in Shawnee, OK. The focus of the project will be the existing elevator shaft structure at the west grandstand, to include structural investigation and potential modifications for the installation of a new elevator.

§ 1.1.4 The Owner's anticipated Sustainable Objective for the Project, if any:
(Identify below, or in an attached exhibit, the Owner's Sustainable Objective for the Project, such as Sustainability Certification, benefit to the environment, enhancement to the health and well-being of building occupants, or improvement of energy efficiency. If the Owner identifies a Sustainable Objective, incorporate AIA Document A141®–2024, Standard Form of Agreement between Owner and Design-Builder for a Traditional Design-Build Project, Exhibit C, Sustainable Projects Exhibit, into this Agreement to define the terms, conditions, and Work related to the Owner's Sustainable Objective.)

N/A

§ 1.1.5 The Owner's building information modeling requirements for the Project, if any:
(Identify below, or in an attached exhibit, the Owner's building information modeling requirements for the Project, such as the requirement that the Design-Builder provide a model for subsequent use by the Owner or share models with the Owner's Consultants and Separate Contractors. If the parties agree upon protocols for transmission of, use of, and reliance on information or documentation in digital form, then identify and attach that document.)

N/A

§ 1.1.6 The Owner's budget for the Work to be provided by the Design-Builder is set forth below:
(Provide the Owner's total budget for the Design Services, Construction Work, related services, and reasonable contingencies, required to fulfill the Design-Builder's obligations under the Design-Build Documents following execution of the Design Build Amendment. If known, include a line-item breakdown of costs.)

TBD

§ 1.1.7 The Owner's anticipated design and construction milestones:

.1 Design Builder's Proposal submission date:

A proposal for the Phase 1 Design-Build Services Fee was submitted on May 5, 2026.

.2 Construction commencement date:

TBD

.3 Substantial Completion date or dates:

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TBD

.4 Other milestone dates:
(Include other dates, such as milestones for Evaluation of the Owner's Criteria, Preliminary Design, the anticipated start of construction, or phased completion dates.)

TBD

§ 1.1.8 In the event the Owner requires the Design-Builder to retain a specific person or entity to perform a portion of the Work, such as an architect, consultant, or subcontractor, those persons or entities shall be identified below:
(List name, legal status, address and other information.)

TK Elevator
4100 Will Rogers Parkway, Suite 200
Oklahoma City, OK 73108
(844) 427-5461

§ 1.1.9 Additional Owner's Criteria upon which this Agreement is based:
(Identify below, or in an attached exhibit, special characteristics or needs of the Project not identified elsewhere.)

None.

§ 1.1.10 The Owner's requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction are set forth below:
(Identify any requirements for fast-track scheduling, multiple bid packages, or phased construction.)

N/A

§ 1.2 Project Team
§ 1.2.1 The Owner identifies the following representative in accordance with Section 7.1.1:
(List name, address, and other information.)

Matt Johnson
326 North Union
Shawnee, OK 74801
(405) 214-4531
matjohnson@shawnee.k12.ok.us

§ 1.2.2 The Owner will retain the following consultants and Separate Contractors:
(List name, address, and other information.)

.1 Land Surveyor:

N/A

.2 Geotechnical Engineer:

N/A

.3 Other consultants:
(List any other consultants, e.g., Cost Consultant, Scheduling Consultant, to be retained by the Owner.)

N/A

.4 Separate Contractors:
(List any Separate Contractors to be retained by the Owner.)

N/A

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§ 1.2.3 The Design-Builder identifies the following representative in accordance with Section 3.1.2:
(List name, address and other information.)

Hank Hudson
PO Box 17450
Oklahoma City, OK 73136
(405) 478-3580
hhudson@lippertbros.com

§ 1.2.4 In addition to those persons or entities identified in Section 1.1.8, the Design-Builder shall retain the Architect, Consultants, Subcontractors, and suppliers, identified below:
(List name, discipline, address, and other information.)

Mass Architects, Inc.
1225 N. Broadway Place
Oklahoma City, OK 73103
(405) 231-1990

§ 1.2.5 Neither the Owner's nor the Design-Builder's representative shall be changed without ten days' notice to the other party.

§ 1.3 Dispute Resolution

§ 1.3.1 Initial Resolution of Claims. Claims, excluding those where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Construction Work set forth in Section 12.2.2, or arising under Sections 10.3 and 10.4, shall be:
(Check the appropriate box.)

[X] Subject to a Meet and Confer obligation in accordance with Section 15.2.1.

[ ] Referred to the following Project Neutral for an initial decision in accordance with Section 15.2.2.
(Insert name, address, and contact information for Project Neutral.)

If the Owner and Design-Builder do not select a Project Neutral above, the Parties shall meet and confer as a condition precedent to mediation pursuant to Section 15.3.

§ 1.3.2 Binding Dispute Resolution. For any Claim subject to, but not resolved by, mediation pursuant to Section 15.3, the method of binding dispute resolution shall be the following:
(Check the appropriate box.)

[X] Arbitration pursuant to Section 15.4

[ ] Litigation in a court of competent jurisdiction

[ ] Other: *(Specify)*

If the Owner and Design-Builder do not select a method of binding dispute resolution above, or do not subsequently agree in writing to a method of binding dispute resolution other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

§ 1.4 Definitions

§ 1.4.1 Architect. The Architect is a person or entity providing Design Services for the Design-Builder for all or a portion of the Work and is lawfully licensed to practice architecture in the applicable jurisdiction. The Architect is referred to throughout the Design-Build Documents as if singular in number.

§ 1.4.2 Confidential Information. Confidential Information is information containing confidential or business proprietary information that is designated as "confidential."

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§ 1.4.3 Consultant. A Consultant is a person or entity providing services for the Design-Builder for all or a portion of the Work and is referred to throughout the Design-Build Documents as if singular in number. If the Consultant provides professional services, the Consultant shall be lawfully licensed to provide such services, as required by the applicable jurisdiction.

§ 1.4.4 The Contract. The Design-Build Documents form the Contract. The Contract represents the entire and integrated agreement between the parties and supersedes prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Design-Build Documents shall not be construed to create a contractual relationship of any kind between any persons or entities other than the Owner and the Design-Builder.

§ 1.4.5 Contract Sum. The Contract Sum is the amount to be paid to the Design-Builder for performance of the Work after execution of the Design-Build Amendment, as set forth in the Design-Build Amendment.

§ 1.4.6 Contract Time. The Contract Time is the period of time identified in the Design-Build Amendment, measured from the date for commencement of the Construction Work, including authorized adjustments, established as the period for the Design-Builder to achieve Substantial Completion of the Work.

§ 1.4.7 Subcontractor. A Subcontractor is a person or entity performing all or a portion of the construction, required in connection with the Work, for the Design-Builder. Each Subcontractor shall be lawfully licensed, if required in the jurisdiction where the Project is located.

§ 1.4.8 Cost of the Work. The Cost of the Work includes all costs reasonably incurred by the Design-Builder in the proper performance of the Work as described in Article B.6 of the Design-Build Amendment.

§ 1.4.9 Day. The term "day" as used in the Design-Build Documents shall mean calendar day unless otherwise specifically defined.

§ 1.4.10 Design-Build Documents. The Design-Build Documents consist of this Agreement between Owner and Design-Builder (hereinafter, this Agreement), other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. A Modification is (1) a written amendment to the Contract signed by both parties, including the Design-Build Amendment, (2) a Change Order, or (3) a Change Directive. The Design-Build Documents will also include the Drawings, Specifications, and other documents listed in the Design-Build Amendment. If anything in the other Design-Build Documents, other than a Modification, is inconsistent with this Agreement, this Agreement shall govern.

§ 1.4.11 Design-Builder. The Design-Builder is the person or entity identified as such in this Agreement and is referred to throughout the Design-Build Documents as if singular in number. The term "Design-Builder" means the Design-Builder or the Design-Builder's authorized representative.

§ 1.4.12 Work. "Work" means the (a) services required of the Design-Builder prior to the execution of the Design-Build Amendment, (b) Design Services, and (c) Construction Work.

§ 1.4.12.1 Design Services. "Design Services" are the professional services, including those services that are rendered by architects and engineers, which are required to fulfill the Design-Builder's obligations under the Design-Build Documents. Design Services do not include professional or other services necessary to support Construction Work which are provided by Subcontractors engaged by the Design-Builder.

§ 1.4.12.2 Construction Work. "Construction Work" is the construction, and services to support construction, required by the Design-Build Documents, whether completed or partially completed, and includes all other labor, materials, equipment, and services provided, or to be provided, by the Design-Builder to fulfill the Design-Builder's obligations under the Design-Build Documents.

§ 1.4.13 Early Release Work. "Early Release Work" is a limited, predetermined portion of the Project or scope of the Work that the Owner authorizes the Design-Builder to commence before the parties execute the Design-Build Amendment.

§ 1.4.14 Instruments of Service. Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Design-Builder, Subcontractors, Architect, or Consultants under their respective agreements. Instruments of Service may include, without limitation, studies,

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surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.4.15 Notice

§ 1.4.15.1 Except as otherwise provided in Section 1.4.15.2, where the Design-Build Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission to the Owner and Design Builder Representative as listed in Section 1.2.
(Insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission. If the parties agree upon protocols for electronic transmission of notice, identify and attach that document.)

§ 1.4.15.2 Notice of Claims as provided in Section 15.1.3 shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

§ 1.4.16 Owner. The Owner is the person or entity identified as such in this Agreement and is referred to throughout the Design-Build Documents as if singular in number. The term "Owner" means the Owner or the Owner's authorized representative.

§ 1.4.17 The Project. The Project is comprised of all design and construction, of which the Work performed under the Design-Build Documents may be the whole or a part, and may include design and construction by the Owner and by Separate Contractors.

§ 1.5 The Owner and Design-Builder may rely on the Owner's Criteria set forth in Article 1. If the Owner's Criteria materially changes after execution of this Agreement, the Owner and the Design-Builder shall execute a Modification to adjust the Project schedule, the Design-Builder's services, and the Design Builder's compensation. The Owner shall adjust the Owner's budget in Section 1.1.6 and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Owner's Criteria.

ARTICLE 2 COMPENSATION AND PROGRESS PAYMENTS

§ 2.1 Compensation for Work Prior To Execution of Design-Build Amendment

§ 2.1.1 For the Design-Builder's performance of Work prior to the execution of the Design-Build Amendment, the Owner shall compensate the Design-Builder as follows:
(Insert amount of, or basis for, compensation, or indicate the exhibit in which the information is provided. If there will be a limit on the total amount of compensation for Work performed prior to the execution of the Design-Build Amendment, state the amount of the limit.)

The Preconstruction Design-Build Services Fee for Phase 1 as identified in the separate proposal letter dated May 5, 2026, will be $39,675.00 and will be billed at the completion of the Preconstruction Design-Build Services performed for Phase 1.

The Preconstruction Design-Build Services Fee for Phase 2 as identified in the separate proposal letter dated May 5, 2026, will be $15,250.00 and will be billed at the completion of the Preconstruction Design-Build Services performed for Phase 2.

Preconstruction Services Proposal Letter dated May 5, 2026 is included as Attachment A and shall be incorporated as a part of this Agreement.

If upon completion of the Preconstruction Design-Build Services outlined above and within this Contract the Owner opts to not execute the Design-Build Amendment and the Design-Builder is engaged for additional Preconstruction Design-Build Services, the additional fee for such services shall be subject to negotiation between the Owner and Design-Builder.

§ 2.1.2 The hourly billing rates for services of the Design-Builder and the Design-Builder's Architect, Consultants, and Subcontractors, if any, are set forth below. The rates shall be adjusted in accordance with the Design-Builder's,

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Architect's, Consultants', and Subcontractors' normal review practices.
(If applicable, attach an exhibit of hourly billing rates or insert them below.)

Attachment A - Design-Builder Billable Rates

Individual or Position	Rate

§ 2.1.3 Compensation for Reimbursable Expenses Prior To Execution of Design-Build Amendment
§ 2.1.3.1 Reimbursable Expenses are in addition to compensation set forth in Section 2.1.1 and 2.1.2 and include expenses directly related to the Project incurred by the Design-Builder and the Design-Builder's Architect, Consultants, and Subcontractors, as follows:

.1 Transportation and authorized out-of-town travel and subsistence;
.2 Dedicated data and communication services, teleconferences, and Project web sites and cloud services;
.3 Fees paid for securing approval of authorities having jurisdiction over the Project;
.4 Printing, reproductions, plots, and standard form documents;
.5 Postage, handling, and delivery;
.6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
.7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner;
.8 All taxes levied on professional services and on reimbursable expenses; and
.9 Other Project-related expenditures, if authorized in advance by the Owner.

§ 2.1.3.2 For Reimbursable Expenses, the compensation shall be the expenses the Design-Builder and the Design-Builder's Architect, Consultants, and Subcontractors incurred, plus Ten percent (10.00 %) of the expenses incurred.

§ 2.1.4 Additional Services. With the Owner's written approval, the Design-Builder shall provide services not included in Article 4 for additional compensation. Such services may include

.1 services necessitated by a change in the Owner's Criteria, or previous instructions or approvals given by the Owner;
.2 services necessitated by a material change in the Project made at the Owner's request, including (1) a change in Project size, quality, or complexity, or (2) a change in the Owner's schedule or budget;
.3 changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations, or official interpretations; and
.4 services necessitated by a failure to complete the services under Article 4 within Four (4) months of the date of this Agreement through no fault of the Design-Builder.

§ 2.1.4.5 Compensation for Additional Services. If the Owner authorizes the Design-Builder to perform additional services under Section 2.1.4, the Owner shall compensate the Design-Builder for such additional services as follows:
(Insert amount of, or basis for, compensation.)

The fee for additional services shall be subject to negotiation between the Owner and Design-Builder.

§ 2.1.5 Payments to the Design-Builder Prior To Execution of Design-Build Amendment
§ 2.1.5.1 Unless otherwise agreed, payments for Work prior to execution of the Design-Build Amendment shall be made monthly upon presentation of the Design-Builder's invoice.

§ 2.1.5.1.1 Amounts unpaid Thirty (30) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof, at the legal rate prevailing from time to time at the principal place of business of the Design-Builder.
(Insert rate of monthly or annual interest agreed upon.)
Prime rate established by the Wall Street Journal plus one percent (1.00%).

§ 2.1.5.2 Records of Reimbursable Expenses and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times for a period of two years following execution of the Design-Build Amendment or termination of this Agreement, whichever occurs first.

§ 2.2 Payment for Early Release Work

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For the Design-Builder's performance of Early Release Work, the Owner shall pay the Design-Builder in accordance with the authorization for the Early Release Work, unless otherwise agreed to by the parties.

§ 2.3 Compensation for Work Performed After Execution of Design-Build Amendment

§ 2.3.1 For the Design-Builder's performance of Work after execution of the Design-Build Amendment, the Owner shall pay to the Design-Builder the Contract Sum as set forth in Article 9 and the Design-Build Amendment.

§ 2.3.2 Liquidated Damages

The Design-Builder's liability for liquidated damages resulting from the Design-Builder's failure to achieve Substantial Completion within the Contract Time shall be as follows:
(For each item in Section 2.3.2.1 through 2.3.2.4, insert the information or a statement such as "not applicable".)

.1 Insert the monetary amount of liquidated damages, if any, to be assessed:
(Identify the monetary amount of liquidated damages, the incremental period of time for each assessment, and whether that amount is uniform or variable over time.)

None.

.2 Insert the date(s) or event(s), if any, that triggers the commencement of the assessment of liquidated damages, if other than the date of Substantial Completion of the entire Project:

N/A

.3 Insert the limit, if any, on the total amount of liquidated damages:

N/A

.4 Insert any other terms for liquidated damages:

N/A

ARTICLE 3 GENERAL REQUIREMENTS OF THE WORK OF THE DESIGN-BUILD CONTRACT

§ 3.1 General

§ 3.1.1 The Design-Builder shall comply with any applicable licensing requirements in the jurisdiction where the Project is located.

§ 3.1.2 The Design-Builder shall designate in writing a representative who shall have express authority to bind the Design-Builder with respect to all matters under this Agreement.

§ 3.1.3 The Design-Builder shall perform the Work in accordance with the Design-Build Documents. The Design-Builder shall not be relieved of its obligations to perform the Work in accordance with the Design-Build Documents by the activities, tests, inspections, or approvals of the Owner.

§ 3.1.4 If the Design-Builder performs Work contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Design-Builder shall assume responsibility for such Work and shall bear the costs attributable to correction.

§ 3.1.4.1 Neither the Design-Builder nor any Subcontractor, Consultant, or Architect shall be obligated to perform any act which they believe will violate any applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities. If the Design-Builder determines that implementation of any instruction received from the Owner, including those in the Owner's Criteria, would cause a violation of any applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Design-Builder shall notify the Owner in writing. Upon confirmation by the Owner that a change to the Owner's Criteria is required to remedy the violation, the Owner and the Design-Builder shall execute a Modification.

§ 3.1.5 The Design-Builder shall be responsible to the Owner for acts and omissions of the Design-Builder's employees, Architect, Consultants, Subcontractors, and their agents and employees, and any other persons or entities performing portions of the Work for, or on behalf of, the Design-Builder.

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§ 3.1.6 The Design-Builder shall schedule and conduct periodic meetings with the Owner to review matters such as procedures, progress, coordination, and scheduling of the Work.

§ 3.1.7 The Design-Builder shall furnish the services of Architects, Consultants, Subcontractors, and suppliers identified in Article 1 or otherwise required to fulfill its obligations under the Design-Build Documents. The Owner understands and agrees that the services of such parties are performed in the sole interest of, and for the exclusive benefit of, the Design-Builder. When applicable law requires that services be performed by licensed professionals, the Design-Builder shall provide those services through qualified and licensed professionals.

§ 3.1.8 The Design-Builder, with the assistance of the Owner, shall prepare and file documents required to obtain necessary approvals of authorities having jurisdiction over the Project.

§ 3.1.9 Progress Reports

§ 3.1.9.1 The Design-Builder shall keep the Owner informed of the progress and quality of the Work. On a monthly basis, or otherwise as agreed to by the Owner and Design-Builder, the Design-Builder shall submit progress reports to the Owner, showing estimated percentages of completion and other information identified below:

.1 Work completed for the period;
.2 Project schedule status;
.3 Submittal schedule and status report, including a summary of outstanding Submittals;
.4 Requests for information to be provided by the Owner, including those that are outstanding;
.5 Approved Change Orders and Change Directives;
.6 Pending Change Order and Change Directive status reports;
.7 Tests and inspection reports;
.8 Status report of Work rejected by the Owner;
.9 Status of submissions and approvals required by authorities having jurisdiction over the Project;
.10 Status of Claims previously submitted in accordance with Article 15;
.11 Cumulative total of the Cost of the Work to date including the Design-Builder's compensation and Reimbursable Expenses, if any;
.12 A cost summary, comparing actual costs to updated cost estimates, if the Contract Sum is the Cost of the Work with or without a Guaranteed Maximum Price; and
.13 Additional information as agreed to by the Owner and Design-Builder.

§ 3.1.10 Design-Builder's Schedule

§ 3.1.10.1 The Design-Builder, as part of the Design-Builder's evaluation of the Owner's Criteria, shall prepare and submit for the Owner's acceptance a Project schedule, which shall provide for expeditious and practicable execution of the Work. The Project schedule shall (1) include the time required for design and construction, (2) not exceed time limits set forth under the Design-Build Documents, (3) be revised at appropriate intervals as required by the conditions of the Work and the Design-Build Documents, (4) include allowances for periods of time required for the Owner's review, and (5) include allowances for approval of submissions by authorities having jurisdiction over the Project.

§ 3.1.10.2 The Design-Builder shall perform the Work in general accordance with the most recent Project schedule accepted by the Owner.

§ 3.1.11 Standard of Care

The Design-Builder shall perform (a) services required of the Design-Builder prior to the execution of the Design-Build Amendment, and (b) Design Services consistent with the degree of skill and care ordinarily provided by Design-Builders performing the same services in the same or similar locality under the same or similar circumstances.

§ 3.1.12 Warranty

The Design-Builder warrants to the Owner that the Construction Work furnished under the Contract will be of good quality and new unless the Design-Build Documents require or permit otherwise. If required by the Owner, the Design-Builder shall furnish satisfactory evidence as to the kind and quality of materials and equipment. The Design-Builder further warrants that the Construction Work will conform to the requirements of the Design-Build Documents and will be free from defects, except for those inherent in their quality or otherwise expressly permitted by the Design-Build Documents. Construction Work not conforming to these requirements may be considered defective. The Design-Builder's warranty excludes remedy for damage or defect caused by abuse, alterations to the materials, equipment, or construction not executed by the Design-Builder, improper or insufficient maintenance, improper operation, or normal wear and tear

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and normal usage.

§ 3.1.13 Royalties, Patents and Copyrights

§ 3.1.13.1 The Design-Builder shall pay all royalties and license fees for designs, processes, or products, required by the Design-Build Documents.

§ 3.1.13.2 The Design-Builder shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and its Separate Contractors and consultants harmless from loss on account thereof, but shall not be responsible for defense or loss when a particular design, process, or product of a particular manufacturer or manufacturers is required by the Owner, or where the copyright violations are contained in the Owner's Criteria. However, if an infringement of a copyright or patent is discovered by, or made known to, the Design-Builder, the Design-Builder shall be responsible for the loss unless such information is promptly furnished to the Owner. If the Owner receives notice from a patent or copyright owner of an alleged violation of a patent or copyright, attributable to the Design-Builder, the Owner shall give prompt notice to the Design-Builder.

§ 3.1.14 Indemnification

§ 3.1.14.1 To the fullest extent permitted by law, the Design-Builder shall indemnify and hold harmless the Owner, the Owner's consultants, and agents and employees of any of them, from and against third-party claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, but only to the extent caused by the negligent acts or omissions of the Design-Builder, a Subcontractor, Architect, consultant, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this Section 3.1.14. The Design-Builder's obligation to indemnify and hold the Owner, the Owner's consultants, and agents and employees of any of them, harmless does not include a duty to defend.

§ 3.1.14.2 In claims against any person or entity indemnified under this Section 3.1.14 by an employee of the Design-Builder, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under Section 3.1.14 shall not be limited by a limitation on amount or type of damages, compensation, or benefits payable by or for the Design-Builder or a Subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

§ 3.1.15 Contingent Assignment of Agreements

§ 3.1.15.1 Each agreement for a portion of the Work is assigned by the Design-Builder to the Owner, provided that

.1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Sections 14.1.4 or 14.2.2 and only for those agreements that the Owner accepts by notifying the Design-Builder and the Architect, Consultants, and Subcontractors whose agreements are accepted for assignment; and

.2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of an agreement, the Owner assumes the Design-Builder's rights and obligations under the agreement.

§ 3.1.15.2 Upon such assignment, if the Work has been suspended for more than 30 days, the compensation under the assigned agreement shall be equitably adjusted for increases in cost resulting from the suspension.

§ 3.1.15.3 Upon assignment to the Owner under this Section 3.1.15, the Owner may further assign the agreement to a successor design-builder or other entity. If the Owner assigns the agreement to a successor design-builder or other entity, the Owner shall nevertheless remain legally responsible for all of the successor design-builder's or other entity's obligations under the agreement.

§ 3.1.16 Design-Builder's Insurance and Bonds. The Design-Builder shall purchase and maintain insurance and provide bonds as set forth in Article 11 and AIA Document A141®–2024, Standard Form of Agreement Between Owner and Design-Builder for a Traditional Design-Build Project, Exhibit A, Insurance and Bonds.

ARTICLE 4 WORK PRIOR TO EXECUTION OF THE DESIGN-BUILD AMENDMENT

§ 4.1 General

§ 4.1.1 Any information submitted by the Design-Builder, and any interim decisions made by the Owner, shall be for the purpose of facilitating the design process and shall not modify the Owner's Criteria unless the Owner and Design-Builder execute a Modification.

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§ 4.1.2 The Design-Builder shall advise and make recommendations to the Owner on proposed site use and improvements, selection of materials, building systems, and equipment, and temporary Project facilities. The Design-Builder shall also provide the Owner with recommendations, consistent with the Owner's Criteria, on constructability; availability of materials and labor; time requirements for procurement, installation, and construction; and factors related to construction cost including, but not limited to, costs of alternative designs or materials, preliminary budgets, life-cycle data, and possible cost reductions.

§ 4.2 Evaluation of the Owner's Criteria

§ 4.2.1 The Design-Builder shall visit the Project site to become generally familiar with local conditions under which the Work is to be performed.

§ 4.2.2 The Design-Builder shall schedule and conduct meetings with the Owner and other necessary individuals or entities to discuss and review the Owner's Criteria as set forth in Section 1.1.

§ 4.2.3 The Design-Builder shall prepare and submit a report to the Owner, summarizing the Design-Builder's evaluation of the Owner's Criteria. The report shall also include:

.1 A description of local conditions under which the Work is to be performed, including conditions that may affect performance of the Work;

.2 Illustrations depicting the scale and relationship of the Project components, including possible alternative approaches to design and construction of the Project;

.3 Allocations of program functions, detailing each function and their square foot areas, and, if necessary, recommendations to adjust the Owner's Criteria to conform to the Owner's program functions;

.4 Recommendations, if any, with regard to accelerated or fast-track scheduling, procurement, or phased construction;

.5 A preliminary estimate of the Contract Sum, and, if necessary, recommendations to adjust the Owner's Criteria to conform to the Owner's budget for the Work;

.6 A preliminary estimate of the compensation for Design Services to be performed after execution of the Design Build Amendment;

.7 An evaluation of the compliance of the Owner's Criteria with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, and, if necessary, recommendations to adjust the Owner's Criteria to conform with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities;

.8 A Project schedule, which shall include proposed dates for (i) design milestones; (ii) receiving additional information from, or for work to be completed by, the Owner; (iii) submission of the Design-Builder's Proposal; (iv) the Owner's review and approval of Design Phase submissions; and (v) review and approval of submissions by authorities having jurisdiction;

.9 If necessary, recommendations to adjust the Owner's Criteria to conform to the Owner's schedule; and

.10 The following:
(List additional information, if any, to be included in the Design-Builder's written report.)

N/A

§ 4.2.4 The Owner shall review the Design-Builder's written report and, if acceptable, provide the Design-Builder with written consent to proceed to the development of the Preliminary Design as described in Section 4.3.

§ 4.2.5 If the Owner's consent granted pursuant to Section 4.2.4 includes any changes to the Owner's Criteria, then the Owner and the Design-Builder shall execute a Modification pursuant to Article 6.

§ 4.3 Preliminary Design

§ 4.3.1 Upon the Owner's issuance of a written consent to proceed under Section 4.2.4, the Design-Builder shall prepare and submit a Preliminary Design to the Owner. The Preliminary Design shall include a report identifying any deviations from the Owner's Criteria, and shall include the following:

.1 Confirmation of the allocations of program functions;

.2 Site plan;

.3 Building plans, sections, and elevations;

.4 Structural system;

.5 Selections of major building systems, including but not limited to mechanical, electrical, and plumbing systems; and

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.6 Outline specifications or sufficient drawing notes describing construction materials.

The Preliminary Design may include some combination of physical study models, perspective sketches, or digital modeling.

§ 4.3.2 The Owner shall review the Preliminary Design and, if acceptable, provide the Design-Builder with written consent to proceed to development of the Design-Builder's Proposal. The Preliminary Design shall not modify the Owner's Criteria unless the Owner and Design-Builder execute a Modification.

§ 4.4 Design-Builder's Proposal

§ 4.4.1 Upon the Owner's issuance of a written consent to proceed under Section 4.3.2, the Design-Builder shall prepare and submit the Design-Builder's Proposal to the Owner with a written statement of its basis, which shall include the following:

.1 A list of the Drawings and Specifications, including all Addenda thereto;
.2 A list of all Submittals that will be submitted to the Owner in accordance with Section 5.3.2;
.3 A list of the clarifications and assumptions made by the Design-Builder in the preparation of the Design-Builder's Proposal;
.4 The proposed Contract Sum, including the compensation method and, if based upon the Cost of the Work plus a Fee, a written statement of estimated cost organized by trade categories, allowances, contingencies, Design-Builder's Fee, and other items that comprise the Contract Sum;
.5 The Design-Builder's Project schedule for the Work, showing the anticipated date of Substantial Completion upon which the Design-Builder's Proposal is based;
.6 A list of the Design-Builder's key personnel, Subcontractors, and suppliers; and
.7 A date by which the Owner must accept the Design-Builder's Proposal.

§ 4.4.2 The Design-Builder shall meet with the Owner to review the Design-Builder's Proposal. In the event that the Owner discovers any inconsistencies or inaccuracies in the information presented, the Owner shall promptly notify the Design-Builder, who shall make appropriate adjustments to the Design-Builder's Proposal, its basis, or both.

§ 4.4.3 Submission of the Design-Builder's Proposal shall constitute a representation by the Design-Builder that it has visited the site and become familiar with local conditions under which the Work is to be completed.

§ 4.5 Design-Build Amendment

§ 4.5.1 If the Owner and Design-Builder agree on the Design-Builder's Proposal, the Owner and Design-Builder shall execute the Design-Build Amendment setting forth the Contract Sum with the information and assumptions upon which it is based, the Contract Time, and the terms of their agreement.

§ 4.5.2 The Design-Builder shall not incur any cost to be paid as part of the Contract Sum prior to the execution of the Design-Build Amendment, unless the Owner provides prior written authorization for such costs.

§ 4.5.3 Any agreement to commence Early Release Work shall not waive the Owner's right to reject the Design-Builder's Proposal.

ARTICLE 5 WORK FOLLOWING EXECUTION OF THE DESIGN-BUILD AMENDMENT

§ 5.1 Construction Documents

§ 5.1.1 Upon the execution of the Design-Build Amendment, the Design-Builder shall prepare Construction Documents. The Construction Documents shall establish the quality levels of materials and systems required. The Construction Documents shall be consistent with the Design-Build Documents.

§ 5.1.2 The Design-Builder shall provide the Construction Documents to the Owner for the Owner's information. If the Owner discovers any deviations between the Construction Documents and the Design-Build Documents, the Owner shall promptly notify the Design-Builder of such deviations in writing. The Construction Documents shall not modify the Design-Build Documents unless the Owner and Design-Builder execute a Modification. The failure of the Owner to discover any such deviations shall not relieve the Design-Builder of the obligation to perform the Work in accordance with the Design-Build Documents.

§ 5.2 Construction Work

§ 5.2.1 Commencement. Except for any Early Release Work described in Section 5.2.2, the date of commencement of the Construction Work shall be the date identified in the Design-Build Amendment.

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§ 5.2.2 Early Release Work

§ 5.2.2.1 The Design-Builder shall prepare, for the Owner's review and acceptance, a procurement proposal for Early Release Work which includes (a) portions of the Design Services or Construction Work that will be issued for procurement and construction in advance of the Design-Build Amendment, and (b) materials or equipment that must be procured prior to execution of the Design-Build Amendment.

§ 5.2.2.2 If the Owner accepts the Design-Builder's procurement proposal for Early Release Work, the Design-Builder shall prepare, for the Owner's review and acceptance, an authorization to proceed with Early Release Work describing the scope, schedule for performance, compensation, payments, retainage, insurance and bonds, and other terms and conditions applicable to procurement and performance of the Early Release Work. The Design-Builder has no obligation to commence procurement and performance of Early Release Work until the Owner and Design-Builder execute such authorization.

§ 5.2.2.3 Following execution of the authorization, the Design-Builder shall expedite and coordinate the procurement and performance of Early Release Work in accordance with this Agreement and such authorization. Following execution of the Design-Build Amendment, compensation for the Early Release Work shall be included in the Contract Sum and the time for performing the Early Release Work shall be included in the Contract Time.

§ 5.2.2.4 Early Procurement of Materials or Equipment by Owner

§ 5.2.2.4.1 If the Owner agrees to procure any materials or equipment prior to execution of the Design-Build Amendment, the Owner shall procure the materials or equipment on terms and conditions acceptable to the Design-Builder. After execution of the Design-Build Amendment, the Owner shall assign all contracts for these materials or equipment to the Design-Builder and the Design-Builder shall thereafter accept responsibility for them.

§ 5.2.3 Supervision. The Design-Builder shall supervise and direct the Construction Work, using the Design-Builder's best skill and attention. The Design-Builder shall be solely responsible for, and have control over, construction means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Construction Work under the Contract, unless the Design-Build Documents provide other specific instructions concerning these matters.

§ 5.3 Submittals

§ 5.3.1 Submittals consist of Shop Drawings, Product Data, and Samples.

.1 **Shop Drawings.** Shop Drawings are drawings, diagrams, schedules, calculations, and other data specially prepared for the Construction Work by the Design-Builder or a Subcontractor, Sub-subcontractor, manufacturer, supplier, or distributor, to illustrate some portion of the Construction Work.

.2 **Product Data.** Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams, and other information furnished by the Design-Builder to illustrate materials or equipment for some portion of the Construction Work.

.3 **Samples.** Samples are physical examples that illustrate materials, equipment, or workmanship, and establish standards by which the Construction Work will be judged.

§ 5.3.1.4 Submittals are not Design-Build Documents. Their purpose is to demonstrate how the Design-Builder proposes to conform to the information given and the design concept expressed in the Design-Build Documents for those portions of the Construction Work for which the Design-Build Documents require submittals. Review by the Owner is subject to the limitations of Section 5.3.3.1. Informational submittals upon which the Owner is not expected to take responsive action may be so identified in the Design-Build Documents. Submittals that are not required by the Design-Build Documents may be returned by the Owner without action.

§ 5.3.1.5 Submittal Schedule. If the Design-Build Documents require the Design-Builder to submit Submittals to the Owner during performance of the Construction Work, the Design-Builder, prior to submitting any submittals, and thereafter as necessary to maintain a current submittal schedule, shall provide a submittal schedule for the Owner's approval. The Owner's approval shall not be unreasonably delayed or withheld. The submittal schedule shall (1) be coordinated with the Design-Builder's construction schedule, and (2) allow the Owner reasonable time to review submittals. If the Design-Builder fails to submit a submittal schedule or fails to provide submittals in accordance with the approved submittal schedule, the Design-Builder shall not be entitled to any increase in the Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 5.3.1.6 Documents and Submittals at the Site

The Design-Builder shall make available, at the Project site, the Design-Build Documents, including Change Orders,

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Change Directives, and other Modifications, in good order and marked currently to indicate field changes and selections made during performance of the Construction Work, and the approved Submittals. These shall be in electronic form or paper copy, available to the Owner, and delivered to the Owner upon completion of the Work as a record of the Construction Work as constructed.

§ 5.3.2 Design-Builder's Submittal Responsibilities

§ 5.3.2.1 The Design-Builder shall review for compliance with the Design-Build Documents, approve, and submit to the Owner, Submittals required by the Design-Build Documents, in accordance with the submittal schedule approved by the Owner or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Construction Work or in the activities of the Owner or of Separate Contractors.

§ 5.3.2.2 By submitting Submittals, the Design-Builder represents to the Owner that the Design-Builder has (1) reviewed and approved them, (2) determined and verified materials, field measurements, and field construction criteria related thereto, or will do so, and (3) checked and coordinated the information contained within such submittals with the requirements of the Construction Work and of the Design-Build Documents.

§ 5.3.2.3 The Design-Builder shall perform no portion of the Construction Work for which the Design-Build Documents require submittal and review of Submittals, until the respective submittal has been approved by the Owner.

§ 5.3.2.4 The Construction Work shall be in accordance with approved submittals except that the Design-Builder shall not be relieved of responsibility for deviations from the requirements of the Design-Build Documents by the Owner's approval of Submittals, unless the Design-Builder has specifically notified the Owner of such deviation at the time of submittal and (1) the Owner has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Change Directive has been issued authorizing the deviation. The Design-Builder shall not be relieved of responsibility for errors or omissions in Submittals by the Owner's approval thereof.

§ 5.3.2.5 The Design-Builder shall direct specific attention, in writing or on resubmitted Submittals, to revisions other than those requested by the Owner on previous submittals. In the absence of such notice, the Owner's approval of a resubmission shall not apply to such revisions.

§ 5.3.3 Owner's Submittal Responsibilities

§ 5.3.3.1 The Owner will review, approve, or take other appropriate action upon, the Design-Builder's Submittals, but only for the limited purpose of checking for conformance with the information and design concept expressed in the Design-Build Documents. The Owner's action will be taken in accordance with the submittal schedule approved by the Owner or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Design-Builder as required by the Design-Build Documents. The Owner's review of the Design-Builder's Submittals shall not relieve the Design-Builder of the obligations under Sections 3.1.3, 3.1.11, and 5.3.2. The Owner's review shall not constitute approval of safety precautions or of any construction means, methods, techniques, sequences, or procedures. The Owner's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 5.3.3.2 Upon review of the submittals required by the Design-Build Documents, the Owner shall notify the Design-Builder of any non-conformance with the Design-Build Documents the Owner discovers.

§ 5.3.3.3 The persons or entities, in addition to the Owner's representative, who are required to review the Design-Builder's Submittals are as follows:
(List name, address, and other information.)

None.

§ 5.4 Services Necessary to Support Construction Work

§ 5.4.1 The Design-Builder shall provide the services required to complete the Construction Work including services required to carry out the Design-Builder's responsibilities for construction means, methods, techniques, sequences, and procedures. The Design-Builder shall perform such services in compliance with applicable law.

§ 5.4.2 If the Design-Build Documents require services, certifications, or approvals by a licensed design professional during Construction, the drawings, calculations, specifications, certifications, Shop Drawings, and other Submittals

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prepared under the Design-Build Documents shall be signed and sealed by such design professional.

§ 5.4.3 The Owner shall be entitled to rely upon the services, certifications, and approvals provided by the design professionals under Section 5.4.2. The Owner shall provide prompt notice to the Design-Builder if the Owner observes or otherwise becomes aware of any errors, omissions, or inconsistencies in such services or information. The Owner is not required to ascertain that the services, certifications, and approvals performed or provided by the Design-Builder or the licensed design professional in connection with the Construction Work are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Owner shall promptly report to the Design-Builder any nonconformity discovered by, or made known to, the Owner.

§ 5.5 Labor and Materials

§ 5.5.1 Unless otherwise provided in the Design-Build Documents, the Design-Builder shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, transportation, and other facilities and services, necessary for proper execution and completion of the Construction Work, whether temporary or permanent, and whether or not incorporated or to be incorporated in the construction. The Cost of the Work shall include all labor, material, and equipment identified as general conditions. Said general conditions shall be identified in the Guaranteed Maximum Price cost summary as a lump sum amount to be billed and paid in equal monthly installments with each application for payment.

§ 5.5.2 When a material or system is specified in the Design-Build Documents, the Design-Builder may make substitutions only with the consent of the Owner and in accordance with a Change Order or Change Directive.

§ 5.5.3 The Design-Builder shall enforce strict discipline and good order among the Design-Builder's employees and other persons carrying out the Construction Work. The Design-Builder shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

§ 5.6 Taxes

The Design-Builder shall pay sales, consumer, use and similar taxes, for the Construction Work provided by the Design-Builder, that are legally enacted when the Design-Build Amendment is executed, whether or not yet effective or merely scheduled to go into effect. The Owner shall designate the Design-Builder and its subcontractors as agents for tax exempt purchases made for the project on their behalf. In the event the Design-Builder suffers (or will suffer) delay and/or incurs (or will incur) additional costs as a result of Change of Law (as defined below), the Design-Builder shall be entitled to an adjustment to the Guaranteed Maximum Price by Change Order equal to the additional costs incurred (or to be incurred), as well as an adjustment to the Contract Time to the extent of any delay encountered (or to be encountered), as a result of such Change of Law. The Design-Builder shall deliver written notice to the Owner within ten (10) working days of the date that the Design-Builder a) becomes aware of the Change of Law and b) is able to reasonably quantify its potential impact on the Guaranteed Maximum Price and Contract Time. Any such adjustment to the Guaranteed Maximum Price and/or Contract Time as a result of a Change of Law shall be negotiated in good faith between the Design-Builder and Owner. As used in this section, "Change of Law" means the coming into effect after the date of execution of this Agreement of any law, statute, ordinance, decree, regulation, by-law, rule, directive, license, consent, permit, authorization, concession, or other requirement issued by any authority which has jurisdiction over the Design-Builder, the Work, or the Project. "Change of Law" shall expressly include, without limitation, changes or increases to applicable taxes, as well as the institution of applicable tariffs.

§ 5.7 Permits, Fees, Notices and Compliance with Laws

§ 5.7.1 Unless otherwise provided in the Design-Build Documents, the Design-Builder shall secure and pay for the building permit as well as any other permits, fees, licenses, and inspections by government agencies, necessary for proper execution of the Construction Work and Substantial Completion of the Project.

§ 5.7.2 The Design-Builder shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, applicable to performance of the Construction Work.

§ 5.7.3 Concealed or Unknown Conditions. If the Design-Builder encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Design-Build Documents or (2) unknown physical conditions of an unusual nature that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Design-Build Documents, the Design-Builder shall promptly provide notice to the Owner before conditions are disturbed and in no event later than 14 days after the conditions are first observed. The Owner shall promptly investigate such conditions and, if the Owner determines that they differ materially and cause an increase or decrease in the Design-Builder's cost of, or time required for, performance

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of any part of the Work, the Contract Sum or Contract Time, or both, shall be equitably adjusted. If the Owner determines that the conditions at the site are not materially different from those indicated in the Design-Build Documents and that no change in the terms of the Contract is justified, the Owner shall promptly notify the Design-Builder, stating the reasons. If the Design-Builder disputes the Owner's determination, the Design-Builder may submit a Claim as provided in Article 15.

§ 5.7.4 If, in the course of the Construction Work, the Design-Builder encounters human remains, or recognizes the existence of burial markers, archaeological sites, or wetlands, not indicated in the Design-Build Documents, the Design-Builder shall immediately suspend any operations that would affect them and shall notify the Owner. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Design-Builder shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

§ 5.8 Allowances

§ 5.8.1 The Design-Builder shall include in the Contract Sum all allowances stated in the Design-Build Documents. Items covered by allowances shall be supplied for such amounts, and by such persons or entities as the Owner may direct, but the Design-Builder shall not be required to employ persons or entities to whom the Design-Builder has reasonable objection.

§ 5.8.2 Unless otherwise provided in the Design-Build Documents,

.1 allowances shall cover the cost to the Design-Builder of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;

.2 the Design-Builder's costs for unloading and handling at the site, labor, installation costs, overhead, profit, and other expenses contemplated for stated allowance items, shall be included in the Contract Sum but not in the allowances; and

.3 whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 5.8.2.1 and (2) changes in Design-Builder's costs under Section 5.8.2.2.

§ 5.8.3 The Owner shall make selections of materials and equipment with reasonable promptness for allowances requiring Owner selection.

§ 5.9 Subcontracts and Other Agreements

§ 5.9.1 Those portions of the Construction Work that the Design-Builder does not customarily perform with the Design-Builder's own personnel shall be performed under subcontracts or other appropriate agreements with the Design-Builder. The Owner may designate specific persons from whom, or entities from which, the Design-Builder shall obtain bids. The Design-Builder shall obtain bids from subcontractors, and from suppliers of materials or equipment fabricated especially for the Construction Work, who are qualified to perform that portion of the Construction Work in accordance with the requirements of the Design-Build Documents. The Design-Builder shall deliver such bids to the Owner with an indication as to which bids the Design-Builder intends to accept. The Owner then has the right to review the Design-Builder's list of proposed subcontractors and suppliers and, subject to Section 5.9.1.1, to object to any subcontractor or supplier. Any approval or objection by the Owner shall not relieve the Design-Builder of its responsibility to perform the Construction Work in accordance with the Design-Build Documents. The Design-Builder shall not be required to contract with anyone to whom the Design-Builder has reasonable objection.

§ 5.9.1.1 When a specific subcontractor or supplier (1) is recommended to the Owner by the Design-Builder; (2) is qualified to perform that portion of the Construction Work; and (3) has submitted a bid that conforms to the requirements of the Design-Build Documents without reservations or exceptions, but the Owner requires that another bid be accepted, then the Design-Builder may require that a Change Order be issued to adjust the Contract Sum by the difference between the bid of the person or entity recommended to the Owner by the Design-Builder and the amount of the subcontract or other agreement actually signed with the person or entity designated by the Owner.

§ 5.9.2 Subcontracts or other agreements shall conform to the applicable payment provisions of this Agreement and shall not be awarded on the basis of cost plus a fee without the Owner's prior written approval. If a subcontract is awarded on the basis of cost plus a fee, the Design-Builder shall provide in the Subcontract for the Owner to receive the same audit rights with regard to the Subcontractor as the Owner receives with regard to the Design-Builder in Article 9.

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§ 5.10 Use of Site
The Design-Builder shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, lawful orders of public authorities, and the Design-Build Documents, and shall not unreasonably encumber the site with materials or equipment.

§ 5.11 Cutting and Patching
The Design-Builder shall not cut, patch, or otherwise alter fully or partially completed construction by the Owner or a Separate Contractor except with written consent of the Owner and Separate Contractor. Consent shall not be unreasonably withheld. The Design-Builder shall not unreasonably withhold, from the Owner or Separate Contractor, its consent to cutting or otherwise altering the Construction Work.

§ 5.12 Cleaning Up
§ 5.12.1 The Design-Builder shall keep the premises and surrounding area free from accumulation of waste materials and rubbish caused by operations under the Contract. At completion of the Construction Work, the Design-Builder shall remove waste materials, rubbish, the Design-Builder's tools, construction equipment, machinery and surplus materials from and about the Project.

§ 5.12.2 If the Design-Builder fails to clean up as provided in the Design-Build Documents, the Owner may do so and the Owner shall be entitled to reimbursement from the Design-Builder.

§ 5.13 Access to Construction Work
The Design-Builder shall provide the Owner and its Separate Contractors and consultants with access to the Construction Work in preparation and progress wherever located. The Design-Builder shall notify the Owner regarding Project safety criteria and programs, which the Owner, and its Separate Contractors and consultants, shall comply with while at the site.

§ 5.14 Construction Work by Owner or by Separate Contractors
§ 5.14.1 Owner's Right to Perform Construction and to Award Separate Contracts
§ 5.14.1.1 The term "Separate Contractor(s)" shall mean contractors retained by the Owner under separate agreements. The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and with Separate Contractors retained under provisions substantially similar to those of this Agreement. The Owner will identify in the Design-Build Amendment the extent of construction or operations related to the Project that will be performed by Separate Contractors, and will notify the Design-Builder promptly after execution of any agreement with a Separate Contractor.

§ 5.14.1.2 The Owner shall coordinate the activities of the Owner's own forces, and of each Separate Contractor, with the Construction Work of the Design-Builder, who shall cooperate with them. The Design-Builder shall participate in a joint review of the construction schedules of the Owner and any Separate Contractors and after mutual agreement the Design-Builder shall revise its construction schedule. The construction schedules shall then constitute the schedules to be used by the Design-Builder, Separate Contractors, and the Owner until subsequently revised.

§ 5.14.1.3 Unless otherwise provided in the Design-Build Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces or with Separate Contractors, the Owner or its Separate Contractors shall have the same obligations and rights that the Design-Builder has under the Contract.

§ 5.15 Owner's Right to Clean Up
If a dispute arises among the Design-Builder, Separate Contractors, and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and will allocate the cost among those responsible.

§ 5.16 Mutual Responsibility
§ 5.16.1 The Design-Builder shall afford the Owner and Separate Contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Design-Builder's construction and operations with theirs as required by the Design-Build Documents.

§ 5.16.2 If part of the Design-Builder's Construction Work depends for proper execution or results upon construction or operations by the Owner or a Separate Contractor, the Design-Builder shall, prior to proceeding with that portion of the Construction Work, promptly notify the Owner of apparent discrepancies or defects in the construction or operations by the Owner or Separate Contractor that would render it unsuitable for proper execution and results of the Design-Builder's Construction Work. Failure of the Design-Builder to notify the Owner of apparent discrepancies or defects prior to

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proceeding with the Construction Work shall constitute an acknowledgment that the Owner's or Separate Contractor's completed or partially completed construction or operations is fit and proper to receive the Design-Builder's Construction Work. The Design-Builder shall not be responsible for discrepancies or defects in the construction or operations by the Owner or Separate Contractor that are not apparent.

§ 5.16.3 The Design-Builder shall reimburse the Owner for costs the Owner incurs that are payable to a Separate Contractor because of the Design-Builder's delays, improperly timed activities, or defective Construction Work. The Owner shall be responsible to the Design-Builder for costs the Design-Builder incurs because of a Separate Contractor's delays, improperly timed activities, damage to the Construction Work or defective Construction Work.

§ 5.16.4 The Design-Builder shall promptly remedy damage that the Design-Builder causes to completed or partially completed Construction Work or to property of the Owner or Separate Contractors as provided in Section 10.2.5.

§ 5.16.5 The Owner and each Separate Contractor shall have the same responsibilities for cutting and patching the Construction Work as the Design-Builder has with respect to the Construction Work of the Owner or Separate Contractors in Section 5.11.

§ 5.16.5.1 The Owner shall be responsible for failures by its Separate Contractors to comply with the obligations in this Agreement.

ARTICLE 6 CHANGES IN THE WORK

§ 6.1 General

§ 6.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order or Change Directive, subject to the limitations stated in this Article 6 and elsewhere in the Design-Build Documents.

§ 6.1.2 A Change Order shall be based upon agreement between the Owner and Design-Builder. The Owner may issue a Change Directive without agreement by the Design-Builder.

§ 6.1.3 Changes in the Work shall be performed under applicable provisions of the Design-Build Documents. The Design-Builder shall proceed promptly with changes in the Work, unless otherwise provided in the Change Order or Change Directive.

§ 6.2 Change Orders

A Change Order is a written instrument signed by the Owner and Design-Builder stating their agreement upon all of the following:

.1 The change in the Work;

.2 The amount of the adjustment, if any, in the Contract Sum or, if prior to execution of the Design-Build Amendment, the adjustment in the Design-Builder's compensation; and

.3 The extent of the adjustment, if any, in the Contract Time.

§ 6.3 Change Directives

§ 6.3.1 A Change Directive is a written order signed by the Owner directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or, if prior to execution of the Design-Build Amendment, the adjustment in the Design-Builder's compensation, Contract Time, or both. The Owner may by Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions. The Contract Sum or, if prior to execution of the Design-Build Amendment, the Design-Builder's compensation, or Contract Time, or both, shall be adjusted accordingly.

§ 6.3.2 A Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 6.3.3 If the Change Directive provides for an adjustment to the Contract Sum or, if prior to execution of the Design-Build Amendment, an adjustment in the Design-Builder's compensation, the adjustment shall be based on one of the following methods:

.1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;

.2 Unit prices stated in the Design-Build Documents or subsequently agreed upon;

.3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee. The Design-Builder shall keep and present, in such form as the Owner may prescribe, an itemized

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accounting together with appropriate supporting data; or

.4 As provided in Section 6.3.4.

§ 6.3.4 If the Design-Builder does not respond promptly or disagrees with the method for adjustment in the Contract Sum or, if prior to execution of the Design-Build Amendment, the method for adjustment in the Design-Builder's compensation, the Owner shall determine the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase, an amount for overhead and profit as set forth in this Agreement, or if no such amount is set forth in this Agreement, a reasonable amount. In such case, the Design-Builder shall keep and present, in such form as the Owner may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Design-Build Documents, costs for the purposes of this Section 6.3.4 shall be limited to the following:

.1 Additional costs of professional services;

.2 Costs of labor, applicable payroll taxes, fringe benefits required by agreement or custom, workers' compensation insurance, and other employee costs approved by the Owner;

.3 Costs of materials, supplies, and equipment, including cost of transportation, whether incorporated or consumed;

.4 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Design-Builder or others;

.5 Costs of premiums for all bonds and insurance, permit fees, and sales, use, or similar taxes, directly related to the change; and

.6 Costs of supervision and field office personnel directly attributable to the change.

§ 6.3.5 Upon receipt of a Change Directive, the Design-Builder shall promptly proceed with the change in the Work involved and advise the Owner of the Design-Builder's agreement or disagreement with the method, if any, provided in the Change Directive for determining the proposed adjustment in the Contract Sum or, if prior to execution of the Design-Build Amendment, the adjustment in the Design-Builder's compensation, or Contract Time.

§ 6.3.6 A Change Directive signed by the Design-Builder prior to execution of the Design-Build Amendment indicates the Design-Builder's agreement therewith, including adjustment in compensation and schedule, or the method for determining them. A Change Directive signed by the Design-Builder after the execution of the Design-Build Amendment indicates the Design-Builder's agreement therewith, including adjustment in Contract Sum and Contract Time, or the method for determining them. Any such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 6.3.7 If the Design-Builder disagrees with the adjustment in Contract Time, the Design-Builder may make a Claim in accordance with the applicable provisions of Article 15.

§ 6.3.8 The amount of credit to be allowed by the Design-Builder to the Owner for a deletion or change that results in a net decrease in the Contract Sum or, if prior to execution of the Design-Build Amendment, in the Design-Builder's compensation, shall be actual net cost. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 6.3.9 Pending final determination of the total cost of a Change Directive to the Owner, the Design-Builder may request payment for Work completed under the Change Directive in Applications for Payment. The Owner will make an interim determination for purposes of certification for payment for those costs deemed to be reasonably justified. The Owner's interim determination of cost shall adjust the Contract Sum or, if prior to execution of the Design-Build Amendment, the Design-Builder's compensation, on the same basis as a Change Order, subject to the right of Design-Builder to disagree and assert a Claim in accordance with Article 15.

§ 6.3.10 When the Owner and Design-Builder agree with a determination concerning the adjustments in the Contract Sum or, if prior to execution of the Design-Build Amendment, the adjustment in the Design-Builder's compensation and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Owner and Design-Builder shall execute a Change Order. Change Orders may be issued for all or any part of a Change Directive.

ARTICLE 7 OWNER'S RESPONSIBILITIES

§ 7.1 General

§ 7.1.1 The Owner shall designate in writing a representative who shall have express authority to bind the Owner with

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respect to all matters requiring the Owner's approval or authorization.

§ 7.1.2 The Owner shall render decisions in a timely manner and in accordance with the Design-Builder's schedule. The Owner shall furnish to the Design-Builder, within 15 days after receipt of a written request, information necessary and relevant for the Design-Builder to evaluate, give notice of, or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

§ 7.1.3 The Owner shall furnish and coordinate the services of the Owner's consultants and Separate Contractors with those services provided by the Design-Builder. Upon the Design-Builder's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants or Separate Contractors. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 7.1.4 The Owner shall furnish the services of consultants required by a material change in the Owner's Criteria or authorize the Design-Builder to furnish them pursuant to a Change Order or Change Directive.

§ 7.1.5 If the Owner identifies a Sustainable Objective, the Owner shall fulfill its responsibilities as required in AIA Document A141–2024 Exhibit C, attached to this Agreement.

§ 7.1.6 Except as otherwise provided in the Design-Build Documents or when direct communications have been specially authorized, the Owner shall communicate through the Design-Builder with persons or entities employed or retained by the Design-Builder, including the Architect and Subcontractors.

§ 7.1.7 The Owner shall purchase and maintain insurance as set forth in Article 11 and AIA Document A141–2024 Exhibit A.

§ 7.1.8 Visits to the site by the Owner shall not be construed to create an obligation on the part of the Owner to make on-site inspections to check the quality or quantity of the Work. The Owner shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences, or procedures, or for the safety precautions and programs in connection with the Work.

§ 7.1.9 The Owner shall not be responsible for the Design-Builder's failure to perform the Work in accordance with the requirements of the Design-Build Documents. The Owner shall not have control over or charge of, and will not be responsible for, acts or omissions of the Design-Builder, Architect, Consultants, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 7.1.10 The Owner may reject Work that does not conform to the Design-Build Documents. The Owner may require inspection or testing of the Construction Work in accordance with Section 16.5.2, whether or not the Construction Work is fabricated, installed, or completed. However, neither this authority of the Owner nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Owner to the Design-Builder.

§ 7.1.11 The Owner shall determine the date or dates of Substantial Completion in accordance with Section 9.8 and the date of final completion in accordance with Section 9.10.

§ 7.1.12 The Owner acknowledges that accelerated or fast-track design and construction, or phased construction, provides a benefit, but also carries with it associated risks. Such risks include the Owner incurring costs for the Design-Builder to coordinate and redesign portions of the Project affected by procuring or installing elements of the Project prior to the completion of all relevant Design-Build Documents, and costs for the Design-Builder to remove and replace previously installed Construction Work. If the Owner approves accelerated or fast-track design and construction, or phased construction, the Owner agrees to include in the budget for the Work sufficient contingencies to cover such costs.

§ 7.2 Information and Services Required of the Owner

§ 7.2.1 The Owner shall furnish information or services required of the Owner by the Design-Build Documents with reasonable promptness.

§ 7.2.2 The Owner shall provide, to the extent under the Owner's control and if not required by the Design-Build Documents to be provided by the Design-Builder, the results and reports of prior tests, inspections, or investigations

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conducted for the Project involving structural or mechanical systems; chemical, air and water pollution; hazardous materials; or environmental and subsurface conditions and information regarding the presence of pollutants at the Project site.

§ 7.2.3 The Owner shall promptly obtain easements, zoning variances, and legal authorizations or entitlements regarding site utilization where essential to the execution of the Project.

§ 7.2.4 The Owner shall cooperate with the Design-Builder in securing building and other permits, licenses, and inspections.

§ 7.2.5 The services, information, surveys, and reports required to be provided by the Owner under this Agreement, shall be furnished at the Owner's expense. Except as otherwise specifically provided in this Agreement or elsewhere in the Design-Build Documents or to the extent the Owner advises the Design-Builder to the contrary in writing, the Design-Builder shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services, information, surveys, and reports furnished by the Owner.

§ 7.2.6 If the Owner observes or otherwise becomes aware of a fault or defect in the Work or non-conformity with the Design-Build Documents, the Owner shall give prompt notice thereof to the Design-Builder.

§ 7.2.7 Evidence of the Owner's Financial Arrangements

§ 7.2.7.1 Prior to execution of the Design-Build Amendment, the Design-Builder may request that the Owner furnish reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract.

§ 7.2.7.2 Following the execution of the Design-Build Amendment and upon written request by the Design-Builder, the Owner shall furnish to the Design-Builder reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract only if (1) the Owner fails to make payments to the Design-Builder as the Design-Build Documents require; (2) the Design-Builder identifies in writing a reasonable concern regarding the Owner's ability to make payment when due; or (3) a change in the Work materially changes the Contract Sum. If the Owner fails to provide such evidence, as required, within fourteen days of the Design-Builder's request, the Design-Builder may immediately stop the Work and, in that event, shall notify the Owner that the Work has stopped. However, if the request is made because a change in the Work materially changes the Contract Sum under (3) above, the Design-Builder may immediately stop only that portion of the Work affected by the change until reasonable evidence is provided. If the Work is stopped under this Section 7.2.7, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Design-Builder's reasonable costs of shutdown, delay and start-up, plus interest as provided in the Design-Build Documents.

§ 7.2.7.3 After the Owner furnishes evidence of financial arrangements under this Section 7.2.7, the Owner shall not materially vary such financial arrangements without prior notice to the Design-Builder.

§ 7.2.7.4 Where the Owner has designated information furnished under this Section 7.2.7 as "confidential," the Design-Builder shall keep the information confidential as set forth in Article 16.

§ 7.2.8 Unless required by the Design-Build Documents to be provided by the Design-Builder, the Owner shall furnish the services of geotechnical engineers or other consultants when such services are reasonably necessary to properly carry out the Design Services furnished by the Design-Builder. Such services may include, but are not limited to, test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, ground corrosion and resistivity tests, and necessary operations for anticipating subsoil conditions. The services of geotechnical engineer(s) or other consultants shall include preparation and submission of all appropriate reports and professional recommendations.

§ 7.2.9 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements, and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning or deed restrictions, and boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

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§ 7.2.10 Unless required by the Design-Build Documents to be provided by the Design-Builder, the Owner shall, upon request from the Design-Builder, furnish the services of other consultants when such services are reasonably necessary to properly carry out the Design Services furnished by the Design-Builder. In such event, the Design-Builder shall identify the services required.

§ 7.2.11 The Owner shall furnish all legal, insurance, and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 7.3 Owner's Right to Stop Construction Work

If the Design-Builder fails to correct Construction Work which is not in accordance with the requirements of the Design-Build Documents as required by Section 12.2 or persistently fails to carry out Construction Work in accordance with the Design-Build Documents, the Owner may issue a written order to the Design-Builder to stop the Construction Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Construction Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Design-Builder or any other person or entity, except to the extent required by Section 5.14.1.2.

§ 7.4 Owner's Right to Carry Out the Construction Work

If the Design-Builder defaults or neglects to carry out the Construction Work in accordance with the Design-Build Documents and fails within a ten-day period after receipt of notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such default or neglect. The Owner may, pursuant to Section 9.5.1, withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for the reasonable cost of correcting such deficiencies. If current and future payments are not sufficient to cover such amounts, the Design-Builder shall pay the difference to the Owner. If the Design-Builder disagrees with the actions of the Owner, or the amounts claimed as costs to the Owner, the Design-Builder may file a claim pursuant to Article 15.

ARTICLE 8 TIME

§ 8.1 Progress and Completion

§ 8.1.1 Time limits stated in the Design-Build Documents are of the essence of the Contract. By executing the Design-Build Amendment, the Design-Builder confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.1.2 The Design-Builder shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.2 Delays and Extensions of Time

§ 8.2.1 If the Design-Builder is delayed at any time in the commencement or progress of the Work by (1) an act or neglect of the Owner or consultant, or of a Separate Contractor; (2) changes ordered in the Work; (3) labor disputes, fire, unusual delay in deliveries, unavoidable casualties, adverse weather conditions documented in accordance with Section 15.1.6.2, unusual delays by public authorities related to permits, licenses, and inspections, or other causes beyond the Design-Builder's control; (4) delay authorized by the Owner pending mediation and binding dispute resolution; or (5) other causes that the Owner determines justify delay, then the Contract Time shall be extended for such reasonable time as the Owner may determine.

§ 8.2.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.2.3 This Section 8.2 does not preclude recovery of damages for delay by either party under other provisions of the Design-Build Documents.

ARTICLE 9 PAYMENT APPLICATIONS AND PROJECT COMPLETION

§ 9.1 Contract Sum

The Contract Sum is stated in the Design-Build Amendment.

§ 9.1.1 If unit prices are stated in the Design-Build Amendment or subsequently agreed upon, and if quantities set forth in the Design-Build Amendment are materially changed in a proposed Change Order or Change Directive, the applicable unit prices shall be equitably adjusted.

§ 9.2 Schedule of Values or Control Estimate

Where the Contract Sum is based on a stipulated sum or Guaranteed Maximum Price, the Design-Builder shall submit a schedule of values to the Owner prior to the first Application for Payment after execution of the Design-Build

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Amendment, allocating the entire Contract Sum to the various portions of the Work. The schedule of values shall be prepared in the form, and supported by the data to substantiate its accuracy, required by the Owner. This schedule, unless objected to by the Owner, shall be used as a basis for reviewing the Design-Builder's Applications for Payment. Any changes to the schedule of values shall be submitted to the Owner and supported by such data to substantiate its accuracy as the Owner may require, and unless objected to by the Owner, shall be used as a basis for reviewing the Design-Builder's subsequent Applications for Payment.

§ 9.2.1 Where the Contract Sum is the Cost of the Work plus the Design-Builder's Fee without a Guaranteed Maximum Price, the Design-Builder shall prepare and submit to the Owner a Control Estimate within 14 days of executing this Agreement. The Control Estimate shall include the estimated Cost of the Work plus the Design-Builder's Fee.

§ 9.2.2 The Control Estimate shall include:

.1 The documents enumerated in Article 17, including all Modifications thereto;

.2 A list of the assumptions made by the Design-Builder in the preparation of the Control Estimate to supplement the information provided by the Owner and contained in the Design-Build Documents;

.3 A statement of the estimated Cost of the Work organized by trade categories or systems and the Design-Builder's Fee;

.4 A project schedule upon which the Control Estimate is based, indicating proposed architects, subcontractors, and consultants, activity sequences and durations, milestone dates for receipt and approval of pertinent information, schedule of shop drawings and samples, procurement and delivery of materials or equipment, the Owner's occupancy requirements, and the date of Substantial Completion; and

.5 A list of any contingency amounts included in the Control Estimate for further development of design and construction.

§ 9.2.3 When the Control Estimate is acceptable to the Owner, the Owner shall acknowledge it in writing. The Owner's acceptance of the Control Estimate does not imply that the Control Estimate constitutes a Guaranteed Maximum Price.

§ 9.2.4 The Design-Builder shall develop and implement a detailed system of cost control that will provide the Owner with timely information as to the anticipated total Cost of the Work. The cost control system shall compare the Control Estimate with the actual cost for activities in progress and estimates for uncompleted tasks and proposed changes. This information shall be reported to the Owner, in writing, no later than the Design-Builder's first Application for Payment and shall be revised and submitted with each Application for Payment.

§ 9.2.5 The Owner shall authorize the Design-Builder to prepare revisions to the Design-Build Documents that incorporate the agreed-upon assumptions contained in the Control Estimate. Based upon the Owner's authorization, the Design-Builder shall revise the Design-Build Documents to incorporate the agreed-upon assumptions contained in the Control Estimate.

§ 9.3 Applications for Payment

§ 9.3.1 At least ten days before the date established for each progress payment, the Design-Builder shall submit to the Owner an itemized Application for Payment for completed portions of the Work. The Application for Payment shall be notarized, if required, and supported by all data substantiating the Design-Builder's right to payment that the Owner requires, such as copies of requisitions, and releases and waiver of liens from the Architect, Consultants, Subcontractors, and suppliers, and shall reflect retainage if provided for in the Design-Build Documents.

§ 9.3.1.1 As provided in Section 6.3.9, Applications for Payment may include requests for payment on account of changes in the Work that have been properly authorized by Change Directives, or by interim determinations of the Owner, but not yet included in Change Orders. As provided in Section 2.1, compensation for Work prior to execution of the Design-Build Amendment may include payment on account of changes in the Work that have been properly authorized by Change Directives, or by interim determinations of the Owner, but not yet included in Change Orders.

§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Design-Builder does not intend to pay the Architect, a Consultant, a Subcontractor, or a supplier, unless such Work has been performed by others whom the Design-Builder intends to pay.

§ 9.3.2 Unless otherwise provided in the Design-Build Documents, payments shall be made for services provided as well as materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon

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compliance by the Design-Builder with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage, and transportation to the site, for such materials and equipment stored off the site.

§ 9.3.3 The Design-Builder warrants that title to all Work, other than Instruments of Service, covered by an Application for Payment will pass to the Owner no later than the time of payment. The Design-Builder further warrants that, upon submittal of an Application for Payment, all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Design-Builder's knowledge, information, and belief, be free and clear of liens, claims, security interests, or encumbrances, in favor of the Design-Builder, Architect, Consultants, Subcontractors, suppliers, or any other persons or entities that provided labor, materials, and equipment relating to the Work.

§ 9.4 Certificates for Payment

The Owner shall, within seven days after receipt of the Design-Builder's Application for Payment, either (1) issue to the Design-Builder a Certificate for Payment in the full amount of the Application for Payment; (2) issue to the Design-Builder a Certificate for Payment for such amount the Owner determines is properly due, and notify the Design-Builder of the Owner's reasons for withholding certification in part as provided in Section 9.5.1; or (3) withhold certification of the entire Application for Payment, and notify the Design-Builder of the Owner's reason for withholding certification in whole as provided in Section 9.5.1.

§ 9.5 Decisions to Withhold Certification

§ 9.5.1 The Owner may withhold a Certificate for Payment in whole or in part to the extent reasonably necessary to protect the Owner due to the Owner's determination that the Work has not progressed to the point indicated in the Design-Builder's Application for Payment, or the quality of the Work is not in accordance with the Design-Build Documents. If the Owner is unable to certify payment in the amount of the Application for Payment, the Owner will notify the Design-Builder as provided in Section 9.4. If the Design-Builder and Owner cannot agree on a revised amount, the Owner will promptly issue a Certificate for Payment for the amount that the Owner deems to be due and owing. The Owner may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued to such extent as may be necessary to protect the Owner from loss for which the Design-Builder is responsible because of

- .1 Failure to perform Work in accordance with the Design-Build Documents;
- .2 Third-party claims filed or reasonable evidence indicating probable filing of such claims, unless security acceptable to the Owner is provided by the Design-Builder;
- .3 Failure of the Design-Builder to make payments properly to the Architect, Consultants, Subcontractors, suppliers, or others, for services, labor, materials, or equipment;
- .4 Reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 Damage to the Owner or a Separate Contractor; or
- .6 Reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay.

§ 9.5.2 If the Design-Builder disputes the Owner's decision regarding a Certificate for Payment under Section 9.5.1, in whole or in part, the Design-Builder may submit a Claim in accordance with Article 15.

§ 9.5.3 When the above reasons for withholding certification are removed, the Owner shall certify amounts previously withheld.

§ 9.5.4 If the Owner withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Design-Builder and to any other persons or entities providing Work for the Design-Builder to whom the Design-Builder failed to make payment for Work properly performed or material or equipment suitably delivered.

§ 9.6 Progress Payments

§ 9.6.1 After the Owner has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Design-Build Documents.

§ 9.6.2 In taking action on the Design-Builder's Applications for Payment, the Owner shall be entitled to rely on the accuracy and completeness of the information furnished by the Design-Builder, and such action shall not be deemed to be a representation that (1) the Owner has made a detailed examination, audit, or arithmetic verification, of the documentation submitted in accordance with Section 9.3.1 or other supporting data; (2) that the Owner has made exhaustive or continuous on-site inspections; or (3) that the Owner has made examinations to ascertain how or for what

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purposes the Design-Builder has used amounts previously paid on account of the Contract. Such examinations, audits, and verifications, if required by the Owner, will be performed by the Owner's auditors acting in the sole interest of the Owner.

§ 9.6.3 The Design-Builder shall pay each person or entity providing Work for the Design-Builder, no later than seven days after receipt of payment from the Owner. Payment shall be the amount to which the person or entity providing Work for the Design-Builder is entitled, reflecting percentages actually retained from payments to the Design-Builder on account of the portion of the Work performed by the person or entity. The Design-Builder shall, by appropriate agreement with each person or entity providing Work for the Design-Builder, require each person or entity providing Work for the Design-Builder to make payments to subconsultants and subcontractors in a similar manner.

§ 9.6.4 The Owner will, on request and if practicable, furnish to the person or entity providing Work for the Design-Builder, information regarding percentages of completion or amounts applied for by the Design-Builder and action taken thereon by the Owner on account of portions of the Work done by such person or entity providing Work for the Design-Builder.

§ 9.6.5 The Owner has the right to request written evidence from the Design-Builder that the Design-Builder has properly paid any other persons or entities providing Work for the Design-Builder, amounts paid by the Owner to the Design-Builder for the Work. If the Design-Builder fails to furnish such evidence within seven days, the Owner shall have the right to contact the other person or entity providing Work for the Design-Builder to ascertain whether they have been properly paid. The Owner shall have no obligation to pay, or to see to the payment of money to any other person or entity providing services or Work for the Design-Builder, except as may otherwise be required by law.

§ 9.6.6 The Design-Builder's payments to suppliers shall be treated in a manner similar to that provided in Sections 9.6.3, 9.6.4 and 9.6.5.

§ 9.6.6.1 Except with the Owner's prior written approval, the Design-Builder shall not make advance payments to suppliers for materials or equipment.

§ 9.6.7 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Design-Build Documents.

§ 9.6.8 Unless the Design-Builder provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Design-Builder for Work properly performed by the Architect, Consultants, Subcontractors, and other persons or entities providing Work for the Design-Builder, shall be held by the Design-Builder for the Architect and those Consultants, Subcontractors, or other persons or entities. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Design-Builder, create any fiduciary liability or tort liability on the part of the Design-Builder for breach of trust, or entitle any person or entity to an award of punitive damages against the Design-Builder for breach of the requirements of this provision.

§ 9.6.9 Provided the Owner has fulfilled its payment obligations under the Design-Build Documents, the Design-Builder shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any Architect, Consultant, Subcontractor, or any other person or entity providing Work for the Design-Builder. Upon receipt of notice of a lien claim or other claim for payment, the Owner shall notify the Design-Builder. If approved by the applicable court, when required, the Design-Builder may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

§ 9.6.10 The Owner and Design-Builder shall agree upon (1) a mutually acceptable procedure for review and approval of payments to the Architect, Consultants, and Subcontractors, and (2) the percentage of retainage held on agreements with the Architect, Consultants, and Subcontractors, and the Design-Builder shall execute subcontracts in accordance with those agreements.

§ 9.7 Failure of Payment

If, through no fault of the Design-Builder, the Owner fails to issue a Certificate for Payment or make payment of the certified amount within the time required by the Design-Build Documents, then the Design-Builder may, upon seven additional days' notice to the Owner, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Design-Builder's reasonable costs of shutdown, delay, and start-up, plus interest as provided for in the Design-Build Documents.

§ 9.8 Substantial Completion

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§ 9.8.1 Substantial Completion is the stage in the progress of the Construction Work when the Construction Work or designated portion thereof is sufficiently complete in accordance with the Design-Build Documents so that the Owner can occupy or utilize the Construction Work for its intended use. The date of Substantial Completion is the date certified by the Owner in accordance with this Section 9.8.

§ 9.8.2 When the Design-Builder considers that the Construction Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Design-Builder shall prepare and submit to the Owner a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Design-Builder to complete all Work in accordance with the Design-Build Documents.

§ 9.8.3 Upon receipt of the Design-Builder's list, the Owner shall make an inspection to determine whether the Construction Work or designated portion thereof is substantially complete. If the Owner's inspection discloses any item, whether or not included on the Design-Builder's list, which is not sufficiently complete in accordance with the Design-Build Documents so that the Owner can occupy or utilize the Construction Work or designated portion thereof for its intended use, the Design-Builder shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Owner. In such case, the Design-Builder shall then submit a request for another inspection by the Owner to determine Substantial Completion.

§ 9.8.4 Prior to issuance of the Certificate of Substantial Completion under Section 9.8.5, the Owner and Design-Builder shall discuss and then determine the parties' obligations to obtain and maintain property insurance following issuance of the Certificate of Substantial Completion.

§ 9.8.5 When the Construction Work or designated portion thereof is substantially complete, the Design-Builder will prepare for the Owner's signature a Certificate of Substantial Completion that shall, upon the Owner's signature, establish the date of Substantial Completion; establish responsibilities of the Owner and Design-Builder for security, maintenance, heat, utilities, damage to the Construction Work, and insurance; and fix the time within which the Design-Builder shall finish all items on the list accompanying the Certificate. Warranties required by the Design-Build Documents shall commence on the date of Substantial Completion of the Construction Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 9.8.6 The Certificate of Substantial Completion shall be submitted by the Design-Builder to the Owner for written acceptance of responsibilities assigned to it in the Certificate. Upon the Owner's acceptance, and consent of surety if any, the Owner shall make payment of retainage applying to the Work or designated portion thereof. Payment shall be adjusted for Construction Work that is incomplete or not in accordance with the requirements of the Design-Build Documents.

§ 9.9 Partial Occupancy or Use

§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Construction Work at any stage when such portion is designated by separate agreement with the Design-Builder, provided such occupancy or use is consented to, by endorsement or otherwise, by the insurer providing property insurance and authorized by authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Design-Builder have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Construction Work, and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Design-Build Documents. When the Design-Builder considers a portion substantially complete, the Design-Builder shall prepare and submit a list to the Owner as provided under Section 9.8.2. Consent of the Design-Builder to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Construction Work shall be determined by written agreement between the Owner and Design-Builder.

§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner and Design-Builder shall jointly inspect the area to be occupied, or portion of the Construction Work to be used, in order to determine and record the condition of the Construction Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Construction Work shall not constitute acceptance of Construction Work not complying with the requirements of the Design-Build Documents.

§ 9.10 Final Completion and Final Payment

§ 9.10.1 Upon receipt of the Design-Builder's notice that the Construction Work is ready for final inspection and acceptance, and upon receipt of a final Application for Payment, the Owner will promptly make such inspection. When the Owner finds the Construction Work acceptable under the Design-Build Documents and the Contract fully performed,

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the Owner will, subject to Section 9.10.2 and 9.10.3, promptly issue a final Certificate for Payment.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Design-Builder submits to the Owner (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Construction Work, for which the Owner or the Owner's property might be responsible or encumbered, (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Design-Build Documents to remain in force after final payment is currently in effect, (3) a written statement that the Design-Builder knows of no reason that the insurance will not be renewable to cover the period required by the Design-Build Documents, (4) consent of surety, if any, to final payment, (5) an as-constructed record copy of the Construction Documents marked to indicate field changes and selections made during construction, (6) documentation of any special warranties, such as manufacturer's warranties, product data, and maintenance and operations manuals, and (7) if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts, and releases and waivers of liens, claims, security interests, or encumbrances, arising out of the Contract, to the extent and in such form as may be designated by the Owner. If an Architect, Consultant, Subcontractor, or any other person or entity providing services, labor, materials, or equipment relating to the Construction Work, refuses to furnish a release or waiver required by the Owner, the Design-Builder may furnish a bond satisfactory to the Owner to indemnify the Owner against such liens, claims, security interests, or encumbrances. If a lien, claim, security interest, or encumbrance remains unsatisfied after payments are made, the Design-Builder shall refund to the Owner all money that the Owner may be compelled to pay in discharging such liens, claims, security interests, or encumbrances, including all costs and reasonable attorneys' fees.

§ 9.10.3 If, after Substantial Completion of the Construction Work, final completion thereof is materially delayed through no fault of the Design-Builder or by issuance of Change Orders affecting final completion, the Owner shall, upon application by the Design-Builder, and without terminating the Contract, make payment of the balance due for that portion of the Construction Work fully completed, corrected, and accepted. If the estimated cost to complete or correct the Construction Work is less than retainage stipulated in the Design-Build Documents, and if bonds have been furnished, the written consent of the surety to payment of the balance due for that portion of the Construction Work fully completed and accepted shall be submitted by the Design-Builder to the Owner prior to issuance of payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of Claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

.1 liens, Claims, security interests or encumbrances arising out of the Contract and unsettled;
.2 failure of the Work to comply with the requirements of the Design-Build Documents;
.3 terms of special warranties required by the Design-Build Documents; or
.4 audits performed by the Owner, if permitted by the Design-Build Documents, after final payment.

§ 9.10.5 Acceptance of final payment by the Design-Builder shall constitute a waiver of claims by the Design-Builder except those previously made in writing and identified by the Design-Builder as unsettled at the time of final Application for Payment.

§ 9.11 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.
(Insert rate of interest agreed upon, if any.)
Prime rate established by the Wall Street Journal plus one percent (1.00%).

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

§ 10.1 Safety Precautions and Programs

The Design-Builder shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Construction Work.

§ 10.2 Safety of Persons and Property

§ 10.2.1 The Design-Builder shall be responsible for precautions for the safety of, and reasonable protection to prevent damage, injury, or loss to

.1 employees and persons performing the Construction Work and others who may be affected thereby;
.2 the Construction Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody, or control of the Design-Builder, a Subcontractor, or any other person or entity; and
.3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, or

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structures, and utilities not designated for removal, relocation, or replacement in the course of construction.

§ 10.2.2 The Design-Builder shall comply with, and give notices required by, applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, bearing on the safety of persons or property, or their protection from damage, injury, or loss.

§ 10.2.3 The Design-Builder shall implement, erect, and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards; promulgating safety regulations; and notifying the owners and users of adjacent sites and utilities of the safeguards.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment, or unusual methods, are necessary for execution of the Construction Work, the Design-Builder shall exercise utmost care, and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Design-Builder shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Design-Build Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3, caused in whole or in part by the Design-Builder, the Architect, a Consultant, a Subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Design-Builder is responsible under Sections 10.2.1.2 and 10.2.1.3. The Design-Builder may make a Claim for the cost to remedy damage or loss to the extent such damage or loss is attributable to acts or omissions of the Owner, or anyone directly or indirectly employed by the Owner, or by anyone for whose acts the Owner may be liable, and not attributable to the fault or negligence of the Design-Builder. The foregoing obligations of the Design-Builder are in addition to the Design-Builder's obligations under Section 3.1.14.

§ 10.2.6 The Design-Builder shall designate a responsible member of the Design-Builder's organization, at the site, whose duty shall be the prevention of accidents. This person shall be the Design-Builder's superintendent unless otherwise designated by the Design-Builder in writing to the Owner.

§ 10.2.7 The Design-Builder shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

§ 10.2.8 Injury or Damage to Person or Property. If the Owner or Design-Builder suffers injury or damage to person or property because of an act or omission of the other, or of others for whose acts such party is legally responsible, notice of the injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 Hazardous Materials

§ 10.3.1 The Design-Builder is responsible for compliance with any requirements included in the Design-Build Documents regarding hazardous materials or substances. If the Design-Builder encounters a hazardous material or substance not addressed in the Design-Build Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Design-Builder, the Design-Builder shall, upon recognizing the condition, immediately stop Construction Work in the affected area and notify the Owner of the condition.

§ 10.3.2 Upon receipt of the Design-Builder's notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Design-Builder and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Design-Build Documents, the Owner shall furnish in writing to the Design-Builder the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of the material or substance or who are to perform the task of removal or safe containment of the material or substance. The Design-Builder will promptly reply to the Owner in writing stating whether or not the Design-Builder has reasonable objection to the persons or entities proposed by the Owner. If the Design-Builder has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Design-Builder has no reasonable objection. When the material or substance has been rendered harmless, Construction Work in the affected area shall resume upon written agreement of the Owner and Design-Builder. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Design-Builder's reasonable additional costs of shutdown, delay, and start-up.

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§ 10.3.3 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Design-Builder, the Architect, Consultants, and Subcontractors, and employees of any of them, from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Construction Work in the affected area, if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to, or destruction of, tangible property (other than the Construction Work itself), except to the extent that such damage, loss, or expense is due to the fault or negligence of the party seeking indemnity.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for hazardous materials or substances the Design-Builder brings to the site unless such materials or substances are required by the Owner's Criteria. The Owner shall be responsible for hazardous materials or substances required by the Owner's Criteria, except to the extent of the Design-Builder's fault or negligence in the use and handling of such materials or substances.

§ 10.3.5 The Design-Builder shall reimburse the Owner for the cost and expense the Owner incurs (1) for remediation of hazardous materials or substances the Design-Builder brings to the site and negligently handles, or (2) where the Design-Builder fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Design-Builder, the Design-Builder is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Construction Work as required by the Design-Build Documents, the Owner shall reimburse the Design-Builder for all cost and expense thereby incurred.

§ 10.4 Emergencies

In an emergency affecting safety of persons or property, the Design-Builder shall act, at the Design-Builder's discretion, to prevent threatened damage, injury, or loss.

ARTICLE 11 INSURANCE AND BONDS

§ 11.1 Design-Builder's Insurance and Bonds

§ 11.1.1 The Design-Builder shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in this Agreement or elsewhere in the Design-Build Documents. Prior to commencement of the Work, the Design-Builder shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Owner shall be named as an additional insured under the Design-Builder's commercial general liability policy or as otherwise described in the Design-Build Documents.

§ 11.1.2 The Design-Builder shall provide surety bonds of the types, for such penal sums, and subject to such terms and conditions as required by the Design-Build Documents. The Design-Builder shall purchase and maintain the required bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 11.1.3 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Design-Build Contract, the Design-Builder shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

§ 11.1.4 Notice of Cancellation or Expiration of Design-Builder's Required Insurance. Within three (3) business days of the date the Design-Builder becomes aware of an impending or actual cancellation or expiration of any insurance required by the Design-Build Documents, the Design-Builder shall provide notice to the Owner of such impending or actual cancellation or expiration. Upon receipt of notice from the Design-Builder, the Owner shall, unless the lapse in coverage arises from an act or omission of the Owner, have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by the Design-Builder. The furnishing of notice by the Design-Builder shall not relieve the Design-Builder of any contractual obligation to provide any required coverage.

§ 11.2 Owner's Insurance

§ 11.2.1 The Owner shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in this Agreement or elsewhere in the Design-Build Documents. The Owner shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located.

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§ 11.2.2 Failure to Purchase Required Property Insurance. If the Owner fails to purchase and maintain the required property insurance, with all of the coverages and in the amounts described in this Agreement or elsewhere in the Design-Build Documents, the Owner shall inform the Design-Builder in writing prior to commencement of the Construction Work. Upon receipt of notice from the Owner, the Design-Builder may delay commencement of the Construction Work and may obtain insurance that will protect the interests of the Design-Builder, Subcontractors, and Sub-Subcontractors in the Construction Work. When the failure to provide coverage has been cured or resolved, the Contract Sum and Contract Time shall be equitably adjusted. In the event the Owner fails to procure coverage, the Owner waives all rights against the Design-Builder, Subcontractors, and Sub-subcontractors to the extent the loss to the Owner would have been covered by the insurance to have been procured by the Owner. The cost of the insurance shall be charged to the Owner by a Change Order. If the Owner does not provide written notice, and the Design-Builder is damaged by the failure or neglect of the Owner to purchase or maintain the required insurance, the Owner shall reimburse the Design-Builder for all reasonable costs and damages attributable thereto.

§ 11.2.3 Notice of Cancellation or Expiration of Owner's Required Property Insurance. Within three (3) business days of the date the Owner becomes aware of an impending or actual cancellation or expiration of any property insurance required by the Design-Build Documents, the Owner shall provide notice to the Design-Builder of such impending or actual cancellation or expiration. Unless the lapse in coverage arises from an act or omission of the Design-Builder; (1) the Design-Builder, upon receipt of notice from the Owner, shall have the right to stop the Construction Work until the lapse in coverage has been cured by the procurement of replacement coverage by either the Owner or the Design-Builder; (2) the Contract Time and Contract Sum shall be equitably adjusted; and (3) the Owner waives all rights against the Design-Builder, Subcontractors, and Sub-subcontractors to the extent any loss to the Owner would have been covered by the insurance had it not expired or been cancelled. If the Design-Builder purchases replacement coverage, the cost of the insurance shall be charged to the Owner by an appropriate Change Order. The furnishing of notice by the Owner shall not relieve the Owner of any contractual obligation to provide required insurance.

§ 11.3 Waivers of Subrogation

§ 11.3.1 The Owner and Design-Builder waive all rights against (1) each other and any of their consultants, subcontractors, sub-subcontractors, agents, and employees, each of the other; and (2) Separate Contractors, if any, and any of their subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, or other causes of loss, to the extent those losses are covered by property insurance required by this Agreement or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The Owner or Design-Builder, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Separate Contractors, consultants, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this Section 11.3.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

§ 11.3.2 If, during construction of the Project, the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, to the extent permissible by such policies, the Owner waives all rights in accordance with the terms of Section 11.3.1 for damages caused by fire or other causes of loss covered by this separate property insurance.

§ 11.4 Loss of Use, Business Interruption, and Delay in Completion Insurance

The Owner, at the Owner's option, may purchase and maintain insurance that will protect the Owner against loss of use of the Owner's property, or the inability to conduct normal operations, due to fire or other causes of loss. The Owner waives all rights of action against the Design-Builder for loss of use of the Owner's property, due to fire or other hazards however caused.

§ 11.5 Adjustment and Settlement of Insured Loss

§ 11.5.1 A loss insured under the property insurance required by this Agreement shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.5.2. The Owner shall pay the Design-Builder its just share of insurance proceeds received by the Owner, and by appropriate agreement the Design-Builder shall make payments to its consultants and Subcontractors in similar manner.

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§ 11.5.2 Prior to settlement of an insured loss, the Owner shall notify the Design-Builder of the terms of the proposed settlement as well as the proposed allocation of the insurance proceeds. The Design-Builder shall have 14 days from receipt of notice to object to the proposed settlement or allocation of the proceeds. If the Design-Builder does not object, the Owner shall settle the loss, and the Design-Builder shall be bound by the settlement and allocation. Upon receipt, the Owner shall deposit the insurance proceeds in a separate account and make the appropriate distributions. Thereafter, if no other agreement is made or the Owner does not terminate the Design-Build Contract for convenience, the Owner and Design-Builder shall execute a Change Order for reconstruction of the damaged or destroyed Construction Work in the amount allocated for that purpose. If the Design-Builder timely objects to either the terms of the proposed settlement or the allocation of the proceeds, the Owner may proceed to settle the insured loss, and any dispute between the Owner and Design-Builder arising out of the settlement or allocation of the proceeds shall be resolved pursuant to Article 15. Pending resolution of any dispute, the Owner may issue a Change Directive for the reconstruction of the damaged or destroyed Construction Work.

ARTICLE 12 UNCOVERING AND CORRECTION OF CONSTRUCTION WORK

§ 12.1 Uncovering of Construction Work

The Owner may request to examine a portion of the Construction Work that the Design-Builder has covered to determine if the Construction Work has been performed in accordance with the Design-Build Documents. If such Construction Work is in accordance with the Design-Build Documents, the Design-Builder shall be entitled to an equitable adjustment to the Contract Sum and Contract Time as may be appropriate. If such Construction Work is not in accordance with the Design-Build Documents, the costs of uncovering the Construction Work, and the cost of correction, shall be at the Design-Builder's expense and shall not result in a change in the Contract Time except as otherwise permitted in this Agreement.

§ 12.2 Correction of Construction Work

§ 12.2.1 Before Substantial Completion. The Design-Builder shall promptly correct Construction Work rejected by the Owner or failing to conform to the requirements of the Design-Build Documents, discovered before Substantial Completion, and whether or not fabricated, installed, or completed. Costs of correcting such rejected Construction Work, including additional testing and inspections and the cost of uncovering and replacement, and compensation for any consultant employed by the Owner whose expenses and compensation were made necessary thereby, shall be at the Design-Builder's expense and shall not result in a change in the Contract Time except as otherwise permitted in this Agreement.

§ 12.2.2 After Substantial Completion

§ 12.2.2.1 In addition to the Design-Builder's obligations under Section 3.1.12, if, within one year after the date of Substantial Completion of the Construction Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of any applicable special warranty required by the Design-Build Documents, any of the Construction Work is discovered not to be in accordance with the requirements of the Design-Build Documents, the Design-Builder shall correct it promptly after receipt of notice from the Owner to do so unless the Owner has previously given the Design-Builder a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of the Construction Work, if the Owner fails to notify the Design-Builder of the condition and give the Design-Builder an opportunity to make the correction, the Owner waives the rights to require correction by the Design-Builder and to make a claim for breach of warranty and breach of the standard of care for that condition. If the Design-Builder fails to correct nonconforming or defectively designed Construction Work within a reasonable time during that period after receipt of notice from the Owner, the Owner may correct it in accordance with Section 7.4.

§ 12.2.2.2 The one-year period for correction of Construction Work shall be extended with respect to portions of Construction Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Construction Work.

§ 12.2.2.3 The one-year period for correction of Construction Work shall not be extended by corrective Construction Work performed by the Design-Builder pursuant to this Section 12.2.

§ 12.2.3 The Design-Builder shall remove from the site portions of the Construction Work that are not in accordance with the requirements of the Design-Build Documents and are neither corrected by the Design-Builder nor accepted by the Owner.

§ 12.2.4 The Design-Builder shall be liable for the cost of correcting destroyed or damaged construction of the Owner or Separate Contractors, whether completed or partially completed, caused by the Design-Builder's correction or removal of

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Construction Work that is not in accordance with the requirements of the Design-Build Documents except as otherwise permitted in this Agreement.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Design-Builder has under the Design-Build Documents. Establishment of the one-year period for correction of Construction Work as described in Section 12.2.2 relates only to the specific obligation of the Design-Builder to correct the Construction Work, and has no relationship to the time within which the obligation to comply with the Design-Build Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Design-Builder's liability with respect to the Design-Builder's obligations other than specifically to correct the Construction Work.

§ 12.3 Acceptance of Nonconforming Construction Work

If the Owner prefers to accept Construction Work that is not in accordance with the requirements of the Design-Build Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 COPYRIGHTS AND LICENSES

§ 13.1 Drawings, specifications, and other documents furnished by the Design-Builder, including those in electronic form, are Instruments of Service. The Design-Builder, and the Architect, Consultants, Subcontractors, and any other person or entity providing Work for any of them, shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements, or for similar purposes in connection with the Project, is not to be construed as publication in derogation of the reserved rights of the Design-Builder and the Architect, Consultants, and Subcontractors, and any other person or entity providing Work for any of them.

§ 13.2 The Design-Builder and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

§ 13.3 The Design-Builder grants to the Owner a nonexclusive license to use the Design-Builder's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering, and adding to the Project. The license granted in this Section 13.3 shall terminate only if (1) the Design-Builder terminates this Agreement in accordance with Sections 14.1.1, 14.1.3, 14.1.4, or 14.2.1 or (2) the Owner terminates this Agreement for convenience as provided in Section 14.1.5 and does not compensate the Design-Builder as required under Sections 14.1.6 and 14.1.7. The license granted under this section permits the Owner to authorize the Owner's consultants to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.1.5, solely and exclusively for use in performing services for the Project.

§ 13.3.1 In the event the Owner uses the Instruments of Service (1) for purposes inconsistent with Section 13.3, (2) after completion of the Project for purposes of altering or adding to the Project without retaining the authors of the Instruments of Service for such purposes, (3) after the Owner terminates this Agreement for convenience, or (4) after the Design-Builder terminates this Agreement in accordance with Sections 14.1.1, 14.1.3, 14.1.4, or 14.2.1, the Owner releases the Design-Builder from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Design-Builder from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 13.3.1. The terms of this Section 13.3.1 shall not apply if the Owner terminates this Agreement for cause under Section 14.1.4 or 14.2.2. The payment of a Termination Fee or Licensing Fee under Section 14.1.7 shall not relieve the Owner of the release or indemnity obligations of this Section 13.3.1.

§ 13.3.2 The Design-Builder shall obtain non-exclusive licenses from the Architect, Consultants, and Subcontractors, that will allow the Design-Builder to satisfy its obligations to the Owner under this Article 13. The Design-Builder's licenses from the Architect and its Consultants and Subcontractors shall also allow the Owner, in the event this Agreement is terminated for any reason other than the default of the Owner or in the event the Design-Builder's Architect, Consultants, or Subcontractors terminate their agreements with the Design-Builder for cause, to obtain a non-exclusive license solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner (1) agrees to pay to the Architect, Consultant or Subcontractor all amounts due, and (2) provides the Architect, Consultant or Subcontractor with the Owner's written agreement to indemnify and hold harmless the Architect,

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Consultant, or Subcontractor from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's alteration or use of the Instruments of Service.

§ 13.3.3 Except as otherwise stated in this Section 13.3, the provisions of this Article 13 shall survive the termination of this Agreement.

ARTICLE 14 TERMINATION OR SUSPENSION

§ 14.1 Termination or Suspension Prior to Execution of the Design-Build Amendment

§ 14.1.1 If the Owner fails to make payments to the Design-Builder for Work prior to execution of the Design-Build Amendment in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination under Section 14.1.4 or, at the Design-Builder's option, cause for suspension of performance of services under this Agreement. If the Design-Builder elects to suspend the Work, the Design-Builder shall give seven days' notice to the Owner before suspending the Work. In the event of a suspension of the Work, the Design-Builder shall have no liability to the Owner for delay or damage caused by the suspension of the Work. Before resuming the Work, the Design-Builder shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Design-Builder's Work. The Design-Builder's compensation for, and time to complete, the remaining Work shall be equitably adjusted.

§ 14.1.2 If the Owner suspends the Project, the Design-Builder shall be compensated for the Work performed prior to notice of such suspension. When the Project is resumed, the Design-Builder shall be compensated for expenses incurred in the interruption and resumption of the Design-Builder's Work. The Design-Builder's compensation for, and time to complete, the remaining Work shall be equitably adjusted.

§ 14.1.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Design-Builder, the Design-Builder may terminate this Agreement by giving not less than seven days' notice.

§ 14.1.4 Either party may terminate this Agreement upon not less than seven days' notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 14.1.5 The Owner may terminate this Agreement upon not less than seven days' notice to the Design-Builder for the Owner's convenience and without cause.

§ 14.1.6 In the event of termination not the fault of the Design-Builder, the Design-Builder shall be compensated for Work performed prior to termination, together with Reimbursable Expenses then due and any other expenses directly attributable to termination for which the Design-Builder is not otherwise compensated. In no event shall the Design-Builder's compensation under this Section 14.1.6 be greater than the compensation set forth in Section 2.1.

§ 14.1.7 In addition to any amounts paid under Section 14.1.6, if the Owner terminates this Agreement for its convenience pursuant to Section 14.1.5, or the Design-Builder terminates this Agreement pursuant to Sections 14.1.3 or 14.1.4, the Owner shall pay to the Design-Builder the following fees:
(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)

.1 Termination Fee:

The termination fee shall be fifty percent (50.00%) of the Design-Builder's Fee for the balance of the remaining Cost of the Work at the time of termination.

.2 Licensing Fee if the Owner intends to continue using the Design-Builder's Instruments of Service:

If the Owner elects to continue using the Instruments of Service following termination, the Licensing Fee shall be the unpaid balance of the fees established within the Cost of the Work for the Architect and any consultants responsible for preparation of the Instruments of Service. The Owner's continued use and interpretation of the Instruments of Service shall be at the Owner's sole risk.

§ 14.2 Termination or Suspension Following Execution of the Design-Build Amendment

§ 14.2.1 Termination by the Design-Builder

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§ 14.2.1.1 The Design-Builder may terminate this Agreement if the Work is stopped for a period of 30 consecutive days through no act or fault of the Design-Builder, or any other persons or entities performing portions of the Work, for any of the following reasons:

.1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;

.2 An act of government, such as a declaration of national emergency that requires all Work to be stopped;

.3 Because the Owner has not issued a Certificate for Payment and has not notified the Design-Builder of the reason for withholding certification as provided in Section 9.5.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Design-Build Documents; or

.4 The Owner has failed to furnish to the Design-Builder reasonable evidence as required by Section 7.2.7.

§ 14.2.1.2 The Design-Builder may terminate this Agreement if, through no act or fault of the Design-Builder, or any other persons or entities performing portions of the Work, repeated suspensions, delays, or interruptions of the entire Work by the Owner as described in Section 14.2.3, constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.2.1.3 If one of the reasons described in Section 14.2.1.1 or 14.2.1.2 exists, the Design-Builder may, upon seven days' notice to the Owner, terminate the Contract and recover from the Owner payment for Work executed, as well as reasonable overhead and profit on Work not executed, or the Design-Builder's Fee on Work not executed if the Contract Sum is based upon the Cost of the Work plus a Fee with or without a Guaranteed Maximum Price, and costs incurred by reason of such termination.

§ 14.2.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Design-Builder, or any other persons or entities performing portions of the Work because the Owner has repeatedly failed to fulfill the Owner's obligations under the Design-Build Documents with respect to matters important to the progress of the Work, the Design-Builder may, upon seven additional days' notice to the Owner, terminate the Contract and recover from the Owner as provided in Section 14.2.1.3.

§ 14.2.2 Termination by the Owner for Cause

§ 14.2.2.1 The Owner may terminate this Agreement if the Design-Builder:

.1 fails to submit the Proposal by the date required by this Agreement, or if no date is indicated, within a reasonable time consistent with the date of Substantial Completion;

.2 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;

.3 repeatedly refuses or fails to supply a qualified architect, consultant, or subcontractor, where required;

.4 fails to make payment to the Architect, Consultants, Subcontractors, or suppliers in accordance with their respective agreements with the Design-Builder;

.5 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or

.6 is otherwise in breach of a material provision of the Design-Build Documents.

§ 14.2.2.2 When any of the reasons described in Section 14.2.2.1 exist, the Owner may, without prejudice to any other rights or remedies of the Owner and after giving the Design-Builder and the Design-Builder's surety, if any, seven days' notice, terminate employment of the Design-Builder and may, subject to any prior rights of the surety:

.1 Exclude the Design-Builder from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Design-Builder;

.2 Accept assignment of the Architect, Consultant, and Subcontractor agreements pursuant to Section 3.1.15; and

.3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Design-Builder, the Owner shall furnish to the Design-Builder a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.2.3 When the Owner terminates this Agreement for one of the reasons stated in Section 14.2.2.1, the Design-Builder shall not be entitled to receive further payment until the Work is finished.

§ 14.2.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Design-Builder. If such costs and damages exceed the unpaid balance, the Design-Builder shall pay the difference to the Owner. The obligation for such payments shall survive termination of this Agreement.

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§ 14.2.3 Suspension by the Owner for Convenience

§ 14.2.3.1 The Owner may, without cause, order the Design-Builder in writing to suspend, delay, or interrupt the Work in whole or in part for such period of time as the Owner may determine.

§ 14.2.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay, or interruption under Section 14.2.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

.1 that performance is, was, or would have been, so suspended, delayed, or interrupted, by another cause for which the Design-Builder is responsible; or

.2 that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.2.4 Termination by the Owner for Convenience

§ 14.2.4.1 The Owner may, at any time, terminate this Agreement for the Owner's convenience and without cause.

§ 14.2.4.2 Upon receipt of notice from the Owner of such termination for the Owner's convenience, the Design-Builder shall

.1 cease operations as directed by the Owner in the notice;

.2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and,

.3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing Project agreements, including agreements with the Architect, Consultants, Subcontractors, and purchase orders, and enter into no further Project agreements and purchase orders.

§ 14.2.4.3 In case of such termination for the Owner's convenience, the Owner shall pay the Design-Builder for: Work properly executed; Termination and Licensing Fees set forth in Section 14.1.7; and any other costs incurred by reason of the termination, including costs attributable to termination of Subcontracts.

ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 Claims

§ 15.1.1 Definition. A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, a change in the Contract Time, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Design-Builder arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim. This Section 15.1.1 does not require the Owner to file a Claim in order to impose liquidated damages in accordance with the Contract Documents.

§ 15.1.2 Time Limits on Claims. The Owner and Design-Builder shall commence all claims and causes of action against the other and arising out of or related to the Contract, whether in contract, tort, breach of warranty or otherwise, in accordance with the requirements of the binding dispute resolution method selected in Section 1.3, within the time period specified by applicable law, but, in any case, not more than 10 years after the date of Substantial Completion of the Work. The Owner and Design-Builder waive all claims and causes of action not commenced in accordance with this Section 15.1.2.

§ 15.1.3 Notice of Claims

§ 15.1.3.1 Prior To Final Payment. Prior to final payment, Claims by either the Owner or Design-Builder must be initiated by notice to the other party within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

§ 15.1.3.2 Claims Arising After Final Payment. After final payment, Claims by either the Owner or Design-Builder that have not otherwise been waived pursuant to Sections 9.10.4 or 9.10.5, must be initiated by prompt notice to the other party. The notice requirement in Section 15.1.3.1 and the provisions for Initial Resolution of Claims in Section 15.2 shall not be required as a condition precedent to mediation in Section 15.3.

§ 15.1.4 Continuing Contract Performance. Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Design-Builder shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Design-Build Documents.

§ 15.1.5 Claims for Additional Cost. If the Design-Builder wishes to make a Claim for an increase in the Contract Sum, notice as provided in Section 15.1.3 shall be given before proceeding to execute the portion of the Work that is the subject of the Claim. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

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§ 15.1.6 Claims for Additional Time

§ 15.1.6.1 If the Design-Builder wishes to make a Claim for an increase in the Contract Time, notice as provided in Section 15.1.3 shall be given. The Design-Builder's Claim shall include an estimate of cost and of the probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.6.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated, and had an adverse effect on the scheduled construction.

§ 15.1.7 Waiver of Claims for Consequential Damages

The Design-Builder and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

.1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business, and reputation, and for loss of management or employee productivity or of the services of such persons; and

.2 damages incurred by the Design-Builder for principal office expenses including the compensation of personnel stationed there, for losses of financing, business, and reputation, and for loss of profit except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.7 shall be deemed to preclude assessment of liquidated damages, when applicable, in accordance with the requirements of the Design-Build Documents.

§ 15.2 Initial Resolution of Claims

§ 15.2.1 Meet and Confer

§ 15.2.1.1 If the parties select Meet and Confer as the initial method of dispute resolution, the Owner and Design-Builder shall endeavor to resolve Claims subject to the meet and confer session. The meet and confer session shall be attended by representatives who have the authority to bind the Owner and Design-Builder. The Owner or Design-Builder may request senior representatives from the Architect, Subcontractors, or other interested parties to attend the meet and confer session. The meet and confer session shall take place within thirty (30) days after a request by either party to this Agreement unless the parties mutually agree otherwise.

§ 15.2.1.2 Discussions held during the meet and confer process shall be treated as settlement discussions and, as such, will be confidential.

§ 15.2.1.3 If the Owner and Design-Builder reach a mutually acceptable resolution, appropriate documentation memorializing the resolution shall be prepared. If the resolution results in a change to the Contract Sum or the Contract Time, the parties shall execute a Change Order.

§ 15.2.1.4 If the Owner and Design-Builder cannot reach a mutually acceptable resolution at the meet and confer session, or if the meet and confer session does not take place within the time specified in Section 15.2.1, either party may proceed to mediation in accordance with Section 15.3.

§ 15.2.2 Project Neutral

§ 15.2.2.1 If the parties select a Project Neutral to serve as an initial decision maker of Claims, the Owner and Design-Builder shall share the expense of the Project Neutral.

§ 15.2.2.2 The Project Neutral will review Claims and, within ten days of the receipt of a Claim, take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim in whole or in part, (4) suggest a compromise, or (5) advise the parties that the Project Neutral is unable to resolve the Claim if the Project Neutral lacks sufficient information to evaluate the merits of the Claim or if the Project Neutral concludes that, in the Project Neutral's sole discretion, it would be inappropriate for the Project Neutral to resolve the Claim.

§ 15.2.2.3 In evaluating Claims, the Project Neutral may, but shall not be obligated to, consult with or seek information from persons with special knowledge or expertise who may assist the Project Neutral in rendering a decision. The retention of such persons shall be a shared expense of the Owner and Design-Builder.

§ 15.2.2.4 If the Project Neutral requests either party to provide a response to a Claim or to furnish additional supporting

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data, such party shall respond within ten days after receipt of the request and shall either (1) provide a response or the requested supporting data, (2) advise the Project Neutral when the response or supporting data will be furnished or (3) advise the Project Neutral that no response or supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Project Neutral will take one of the actions described in Section 15.2.2.2(2)-(5).

§ 15.2.2.5 Pursuant to Sections 15.2.2.2 through 15.2.2.4 the Project Neutral will render an initial decision approving or rejecting the Claim in whole or in part or indicating that the Project Neutral is unable to resolve the Claim. The initial decision shall (1) be in writing, (2) state the reasons therefore, and (3) identify any change in the Contract Sum or Contract Time or both. The initial decision shall be binding on the parties, but subject to mediation in accordance with the process set forth in Section 15.3 and, if the parties fail to resolve their dispute through mediation, subject to binding dispute resolution in accordance with Section 15.4.

§ 15.2.2.5.1 If an initial decision has not been rendered within 30 days after the Claim has been referred to the Project Neutral, the party asserting the Claim may demand mediation and binding dispute resolution without a decision having been rendered. Unless the Project Neutral and all affected parties agree, the Project Neutral will not decide disputes between the Design-Builder and persons or entities other than the Owner.

§ 15.2.2.6 Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.3.

§ 15.2.2.7 Either party may, within 30 days from the date of a Project Neutral's initial decision, demand in writing that the other party file for mediation within 60 days of the initial decision. If such a demand is made and the party receiving the demand fails to file for mediation within the time required, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

§ 15.2.3 In the event of a Claim against the Design-Builder, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Design-Builder's default, the Owner may, but is not obligated to, notify the surety, and request the surety's assistance in resolving the controversy.

§ 15.2.4 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

§ 15.3 Mediation

§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract, except those waived as provided for in Sections 9.10.4, 9.10.5, 15.1.7, and 15.2.2.7, shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 15.3.2 The Parties shall endeavor to resolve their Claims by mediation which, unless the Parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the Parties or court order. If an arbitration proceeding is stayed pursuant to this Section 15.3.2, the Parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 15.3.3 Either Party may, within 30 days from the date that mediation has been concluded without resolution of the dispute or 60 days after mediation has been demanded without resolution of the dispute, demand in writing that the other party file for binding dispute resolution. If such a demand is made and the Party receiving the demand fails to file for binding dispute resolution within 60 days after receipt thereof, then both Parties waive their rights to binding dispute resolution proceedings with respect to the initial decision rendered by the Project Neutral or with respect to Claims that were the subject of the Meet and Confer process.

§ 15.3.4 The Parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction.

§ 15.4 Arbitration

§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in Section 1.3, any Claim

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subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. The Arbitration shall be conducted in the place where the Project is located, unless another location is mutually agreed upon. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations or statute of repose. For statute of limitations or statute of repose purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction.

§ 15.4.3 The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement, shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

§ 15.4.4 Consolidation or Joinder

§ 15.4.4.1 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 15.4.4.2 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either Party may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the Party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 15.4.4.3 The Owner and Design-Builder grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as those of the Owner and Design-Builder under this Agreement.

§ 15.5 The provisions of this Article 15 shall survive the termination of this Agreement.

ARTICLE 16 MISCELLANEOUS PROVISIONS

§ 16.1 Governing Law

The Contract shall be governed by the law of the place where the Project is located excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

§ 16.2 Successors and Assigns

§ 16.2.1 The Owner and Design-Builder, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants, agreements, and obligations contained in the Design-Build Documents. Except as provided in Section 16.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 16.2.2 The Owner may, without consent of the Design-Builder, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Design-Build Documents. The Design-Builder shall execute all consents reasonably required to facilitate the assignment.

§ 16.2.3 Certifications. If the Owner requests the Design-Builder to execute certificates, the proposed language of such certificates shall be submitted to the Design-Builder for review at least 21 days prior to the requested dates of execution.

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If the Owner requests the Design-Builder to execute consents reasonably required to facilitate assignment to a lender, the Design-Builder shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Design-Builder for review at least 21 days prior to execution. The Design-Builder shall not be required to execute any certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 16.3 The Design-Builder, Architect, Consultants, Subcontractors, or their agents, or any other persons or entities performing portions of the Work, shall have the right to include video, photographic, or artistic representations of the design of the Project among their respective promotional and professional materials. The Design-Builder, Architect, Consultants, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work, shall be given reasonable access to the completed Project to make such representations. However, such material shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Design-Builder in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Design-Builder, Architect, Consultants, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work, in the Owner's promotional materials for the Project. This Section 16.3 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 14.2.2.

§ 16.4 Rights and Remedies

§ 16.4.1 Duties and obligations imposed by the Design-Build Documents, and rights and remedies available thereunder, shall be in addition to and not a limitation of duties, obligations, rights, and remedies otherwise imposed or available by law.

§ 16.4.2 No action or failure to act by the Owner or Design-Builder shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed upon in writing.

§ 16.5 Tests and Inspections

§ 16.5.1 Tests, inspections, and approvals of portions of the Construction Work shall be made as required by the Design-Build Documents and by applicable laws, statutes, ordinances, codes, rules and regulations or lawful orders of public authorities. Unless otherwise provided, the Design-Builder shall make arrangements for such tests, inspections, and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections, and approvals, unless otherwise provided in the Design-Build Amendment. The Design-Builder shall give the Owner timely notice of when and where tests and inspections are to be made so that the Owner may be present for such procedures. The Owner shall bear costs of tests, inspections, or approvals that do not become requirements until after execution of the Design-Build Amendment. The Owner shall directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

§ 16.5.2 If the Owner determines that portions of the Construction Work require additional testing, inspection, or approval not included under Section 16.5.1, the Owner will instruct the Design-Builder to make arrangements for such additional testing, inspection, or approval, by an entity acceptable to the Owner, and the Design-Builder shall give timely notice to the Owner of when and where tests and inspections are to be made so that the Owner may be present for such procedures. Such costs, except as provided in Section 16.5.3, shall be at the Owner's expense, unless otherwise provided in the Design-Build Amendment.

§ 16.5.3 If procedures for testing, inspection, or approval under Sections 16.5.1 and 16.5.2 reveal failure of the portions of the Construction Work to comply with requirements established by the Design-Build Documents, all costs made necessary by such failure shall be at the Design-Builder's expense, unless otherwise provided in the Design-Build Amendment.

§ 16.5.4 Required certificates of testing, inspection, or approval shall, unless otherwise required by the Design-Build Documents, be secured by the Design-Builder and promptly delivered to the Owner.

§ 16.5.5 If the Owner is to observe tests, inspections, or approvals required by the Design-Build Documents, the Owner will do so promptly and, where practicable, at the normal place of testing.

§ 16.5.6 Tests or inspections conducted pursuant to the Design-Build Documents shall be made promptly to avoid unreasonable delay in the Work.

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§ 16.6 Confidential Information

§ 16.6.1 If the Design-Builder or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 16.6.2. The obligations in this Section 16.6 shall survive the termination of this Agreement.

§ 16.6.2 The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, contractors, or subcontractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants, contractors, and subcontractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 16.6. In the event either party knows or reasonably believes that "confidential" or "business proprietary" information received from the other party has been subject to any circumstance where the security, integrity, or confidentiality of any of the "confidential" or "business proprietary" information has been compromised, damaged, lost, corrupted, destroyed, or the "confidential" or "business proprietary" information has been accessed, acquired, modified, used, disclosed, or rendered inaccessible, by any unauthorized person, by any person in an unauthorized manner, or for an unauthorized purpose, the party experiencing the breach will provide written notice to the other party as soon as reasonably possible after it becomes aware of any breach.

§ 16.6.3 "Confidential" or "business proprietary" information shall not include information:

.1 in the public domain, or which later enters the public domain, through no action on the receiving party's part in violation of this Agreement;

.2 already in the receiving party's possession and not marked as "confidential" or "business proprietary" when received;

.3 obtained by the receiving party on a non-confidential basis from a third party not known by the receiving party to be under an obligation of confidentiality; or

.4 that is independently developed by the receiving party without access to, or use of, any "confidential" or "business proprietary" information.

§ 16.7 Capitalization

Terms capitalized in the Contract include those that are (1) specifically defined, (2) the titles of numbered articles, or (3) the titles of other AIA Contract Documents.

§ 16.8 Interpretation

§ 16.8.1 In the interest of brevity the Design-Build Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

§ 16.8.2 Unless otherwise stated in the Design-Build Documents, words which have well-known technical or construction industry meanings are used in the Design-Build Documents in accordance with such recognized meanings.

§ 16.9 The invalidity of any provision of this Agreement shall not invalidate this Agreement or its remaining provisions. If it is determined that any provision of this Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case this Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing this Agreement.

§ 16.10 In accordance with Section 1.1.5, the Design-Builder shall coordinate with the Owner in establishing building information modeling and digital data protocols for the Project governing the development, use, transmission, and exchange of, and reliance on, digital data.

§ 16.10.1 Any use of, or reliance on, all or a portion of a building information model without agreement to written protocols governing the use of, and reliance on, the information contained in the model shall be at the using or relying party's sole risk and without liability to the other party and its subcontractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 17 SCOPE OF THIS AGREEMENT

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§ 17.1 This Agreement is comprised of the following documents:

.1 AIA Document A141®–2024, Standard Form of Agreement Between Owner and Design-Builder for a Traditional Design-Build Project

.2 AIA Document A141®–2024, Exhibit A, Insurance and Bonds

.3 AIA Document A141®–2024, Exhibit B, Design-Build Amendment, if executed

.4 AIA Document A141®–2024, Exhibit C, Sustainable Projects Exhibit, if completed

.5 Other documents, if any, listed below:

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

OWNER *(Signature)*	**DESIGN-BUILDER** *(Signature)*
JASON M JAMES	BY: T. M. Lippert, President
(Printed name and title)	*(Printed name and title)*

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Additions and Deletions Report for
AIA® Document A141® – 2024

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Changes to original AIA text

PAGE 2

Phase 1 of this project will involve the structural investigation of the existing elevator shaft at the Shawnee Public Schools Jim Thorpe Stadium west grandstand to determine viability and design upgrades needed to modify the structure and install a new elevator.

Subject to Owner authorization following the completion of the Phase 1 investigative work, Phase 2 of the Project will include preparation of design and construction documents, advertisement for and receipt of subcontractor and supplier bids, establishment of the Guaranteed Maximum Price (GMP), and construction of the modifications necessary for the installation of a new elevator, including installation of the elevator, in accordance with the construction documents.
~~preparationpreparation~~

PAGE 7

§ 1.4.15.1 Except as otherwise provided in Section 1.4.15.2, where the Design-Build Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission to the Owner and Design Builder Representative as listed in Section 1.2.~~as set forth below:~~
(Insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission. If the parties agree upon protocols for electronic transmission of notice, identify and attach that document.)

PAGE 8

Prime rate established by the Wall Street Journal plus one percent (1.00%).

~~%~~

PAGE 10

§ 3.1.9.1 The Design-Builder shall keep the Owner informed of the progress and quality of the Work. On a monthly basis, or otherwise as agreed to by the Owner and Design-Builder, the Design-Builder shall submit ~~written~~ progress reports to the Owner, showing estimated percentages of completion and other information identified below:

~~.12 Current Project cash flow and forecast reports;~~

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.123 A cost summary, comparing actual costs to updated cost estimates, if the Contract Sum is the Cost of the Work with or without a Guaranteed Maximum Price; and

.134 Additional information as agreed to by the Owner and Design-Builder.

PAGE 12

§ 4.2.3 The Design-Builder shall prepare and submit a ~~written~~ report to the Owner, summarizing the Design-Builder's evaluation of the Owner's Criteria. The report shall also include:

PAGE 16

§ 5.5.1 Unless otherwise provided in the Design-Build Documents, the Design-Builder shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, ~~water, heat, utilities,~~ transportation, and other facilities and services, necessary for proper execution and completion of the Construction Work, whether temporary or permanent, and whether or not incorporated or to be incorporated in the construction. The Cost of the Work shall include all labor, material, and equipment identified as general conditions. Said general conditions shall be identified in the Guaranteed Maximum Price cost summary as a lump sum amount to be billed and paid in equal monthly installments with each application for payment.

The Design-Builder shall pay sales, consumer, use and similar taxes, for the Construction Work provided by the Design-Builder, that are legally enacted when the Design-Build Amendment is executed, whether or not yet effective or merely scheduled to go into effect. The Owner shall designate the Design-Builder and its subcontractors as agents for tax exempt purchases made for the project on their behalf. In the event the Design-Builder suffers (or will suffer) delay and/or incurs (or will incur) additional costs as a result of Change of Law (as defined below), the Design-Builder shall be entitled to an adjustment to the Guaranteed Maximum Price by Change Order equal to the additional costs incurred (or to be incurred), as well as an adjustment to the Contract Time to the extent of any delay encountered (or to be encountered), as a result of such Change of Law. The Design-Builder shall deliver written notice to the Owner within ten (10) working days of the date that the Design-Builder a) becomes aware of the Change of Law and b) is able to reasonably quantify its potential impact on the Guaranteed Maximum Price and Contract Time. Any such adjustment to the Guaranteed Maximum Price and/or Contract Time as a result of a Change of Law shall be negotiated in good faith between the Design-Builder and Owner. As used in this section, "Change of Law" means the coming into effect after the date of execution of this Agreement of any law, statute, ordinance, decree, regulation, by-law, rule, directive, license, consent, permit, authorization, concession, or other requirement issued by any authority which has jurisdiction over the Design-Builder, the Work, or the Project. "Change of Law" shall expressly include, without limitation, changes or increases to applicable taxes, as well as the institution of applicable tariffs.

PAGE 28

Prime rate established by the Wall Street Journal plus one percent (1.00%).

~~%~~

Variable Information

PAGE 1

AGREEMENT made as of the Twenty-seventh day of May in the year Two Thousand Twenty-Six
(In words, indicate day, month, and year.)

Shawnee Public Schools

326 North Union
Shawnee, OK 74801

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(405) 273-0653

Lippert Bros., Inc.

PO Box 17450
Oklahoma City, OK 73136

(405) 478-3580

Shawnee Press Box Elevator - Phase 1 & 2

1001 N. Kennedy Ave,
Shawnee, Oklahoma 74801

PAGE 2

Phase 1 of this project will involve the structural investigation of the existing elevator shaft at the Shawnee Public Schools Jim Thorpe Stadium west grandstand to determine viability and design upgrades needed to modify the structure and install a new elevator.

Subject to Owner authorization following the completion of the Phase 1 investigative work, Phase 2 of the Project will include preparation of design and construction documents, advertisement for and receipt of subcontractor and supplier bids, establishment of the Guaranteed Maximum Price (GMP), and construction of the modifications necessary for the installation of a new elevator, including installation of the elevator, in accordance with the construction documents.

PAGE 3

TBD

The project is located at the Shawnee Public Schools Jim Thorpe Stadium west grandstand in Shawnee, OK. The focus of the project will be the existing elevator shaft structure at the west grandstand, to include structural investigation and potential modifications for the installation of a new elevator.

N/A

N/A

TBD

A proposal for the Phase 1 Design-Build Services Fee was submitted on May 5, 2026.

TBD

PAGE 4

TBD

TBD

TK Elevator
4100 Will Rogers Parkway, Suite 200
Oklahoma City, OK 73108
(844) 427-5461

None.

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N/A

Matt Johnson

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N/A

N/A

N/A

N/A

PAGE 5

Hank Hudson

PO Box 17450
Oklahoma City, OK 73136

(405) 478-3580

hhudson@lippertbros.com

Mass Architects, Inc.
1225 N. Broadway Place
Oklahoma City, OK 73103
(405) 231-1990

[X] Subject to a Meet and Confer obligation in accordance with Section 15.2.1.

[X] Arbitration pursuant to Section 15.4

[ ] Litigation in a court of competent jurisdiction

[ ] Other: *(Specify)*

PAGE 7

The Preconstruction Design-Build Services Fee for Phase 1 as identified in the separate proposal letter dated May 5, 2026, will be $39,675.00 and will be billed at the completion of the Preconstruction Design-Build Services performed for Phase 1.

The Preconstruction Design-Build Services Fee for Phase 2 as identified in the separate proposal letter dated May 5, 2026, will be $15,250.00 and will be billed at the completion of the Preconstruction Design-Build Services performed for Phase 2.

Preconstruction Services Proposal Letter dated May 5, 2026 is included as Attachment A and shall be incorporated

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as a part of this Agreement.

If upon completion of the Preconstruction Design-Build Services outlined above and within this Contract the Owner opts to not execute the Design-Build Amendment and the Design-Builder is engaged for additional Preconstruction Design-Build Services, the additional fee for such services shall be subject to negotiation between the Owner and Design-Builder.

PAGE 8

Attachment A - Design-Builder Billable Rates

§ 2.1.3.2 For Reimbursable Expenses, the compensation shall be the expenses the Design-Builder and the Design-Builder's Architect, Consultants, and Subcontractors incurred, plus Ten percent (10.00 %) of the expenses incurred.

.4 services necessitated by a failure to complete the services under Article 4 within Four (4) months of the date of this Agreement through no fault of the Design-Builder.

The fee for additional services shall be subject to negotiation between the Owner and Design-Builder.

§ 2.1.5.1.1 Amounts unpaid Thirty (30) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof, at the legal rate prevailing from time to time at the principal place of business of the Design-Builder.
(Insert rate of monthly or annual interest agreed upon.)

PAGE 9

None.

N/A

N/A

N/A

PAGE 12

N/A

PAGE 15

None.

PAGE 34

The termination fee shall be fifty percent (50.00%) of the Design-Builder's Fee for the balance of the remaining Cost of the Work at the time of termination.

If the Owner elects to continue using the Instruments of Service following termination, the Licensing Fee shall be the unpaid balance of the fees established within the Cost of the Work for the Architect and any consultants responsible for preparation of the Instruments of Service. The Owner's continued use and interpretation of the Instruments of Service shall be at the Owner's sole risk.

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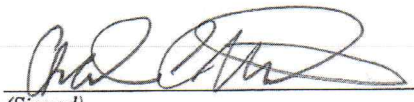
Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Charles C Miller, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 15:14:55 CDT on 06/01/2026 under Order No. 20250098568 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A141™ - 2024, Standard Form of Agreement Between Owner and Design-Builder for a Traditional Design-Build Project, other than those additions and deletions shown in the associated Additions and Deletions Report.



(Signed)

CONTRACT ADMINISTRATOR

(Title)

6/1/2026

(Dated)

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Attachment A – Preconstruction Services Proposal Letter

May 5th, 2026

Mr. Matthew Johnson
Shawnee Public Schools
1001 North Kennedy Ave.
Shawnee, OK 74801

Re: Shawnee Press Box Elevator Phase 1 – Investigation Work Only

LBI has prepared a lump sum proposal for the investigation work only portion of the Shawnee Press Box Elevator. This proposal is considered Phase 1 for investigation work only. Depending on the results from structural review and analysis, an additional Phase 2 cost will be incorporated for the additional work from LBI and our design consultants. This phase 2 fee will be $15,250 and includes Civil, Architectural, and Structural design services to create contract documents and our preconstruction fee to handle bidding out the project to establish the G-Max Cost. This phase 2 fee also includes $5,000 allowance for addressing structural issues that may be identified in Phase 1.

LBI feels that it is in the School's best interest to phase this project into 2 phases in case the School District decides to not move forward with the project after phase 1 is complete.

Our Phase 1 price inclusive of all labor, material, equipment, labor insurance, taxes & fringes, and markup for overhead and profit is $39,675.

This scope of investigation work includes:

- Supervision by LBI Superintendent.
- Supply and install of Waco scaffolding in elevator shaft – price is for 3 months of rental ($1150/month).
- Structural scanning of cmu block wall elevator shaft structure, top to bottom of existing shaft.
- Structural Engineer's review and analysis of scanning reports.
- Labor, Insurance, Taxes and Fringes.
- CM Fee.

This investigation only proposal excludes:

- Material sales tax.
- Phase 2 work including but not limited to:
- TK Elevator's scope of modifications and installation of elevator.
- Demo work or shaft modifications.
- Concrete demo and ADA concrete ramps/walks to elevator.
- Mass Architects design fees for ADA sidewalk/ramp.
- Additional structural engineering fees if existing structure is deemed insufficient.
- No more than 3 months of scaffold rental.

We estimate this Phase 1 investigation work will require 3 weeks to complete from date of mobilization. If this proposal is accepted, LBI will then issue AIA document 144-2014 Design Build Contract for your review and acceptance. If you have any questions or comments about the proposal, please feel free to contact me.

Respectfully submitted,

Hank Hudson
Project Manager
Lippert Bros., Inc.

LIPPERT BROS., INC.
GENERAL CONTRACTORS

Attachment B – Design-Builder Billable Rates

Lippert Bros., Inc. Personnel

Sr. Project Manager	$130 /hr
Project Manager	$100 /hr
Sr. Superintendent	$90 /hr
Superintendent	$80 /hr
Assistant Superintendent	$65 /hr
Carpenter	$50 /hr
Laborer	$40 /hr
Contract Administrator	$80 /hr
Accounting	$65 /hr

Standard billable rates listed above are fully-burdened and incorporate base wages and certain company overhead directly attributable to the individual. These labor rates do not incorporate the use of company equipment (including company vehicles) which are charged separately based on usage and standard equipment rental rates. The Guaranteed Maximum Price amendment will include a separate equipment budget for the construction phase of the project, to be included within our General Requirements.

Mass Architects, Inc. Personnel

President/Principal of Company	$265 /hr
Senior Staff Architect	$220 /hr
Staff Architect, Licensed	$180 /hr
Intern Architect	$120 /hr
CADD or Revit Technician	$90 /hr
Clerk or Administrative	$65 /hr

All mileage reimbursements are in compliance and do not exceed the Oklahoma standard.

LIPPERT BROS., INC.
GENERAL CONTRACTORS

Wallace Design Collective Personnel

Principal	$250 /hr
Associate	$225 /hr
Professional Engineer II	$190 /hr
Professional Engineer I	$175 /hr
Design Engineer	$170 /hr
Intern Engineer	$150 /hr
Sr. Registered Roof Consultant	$240 /hr
Registered Roof Consultant	$160 /hr
Information Technologist	$170 /hr
Technical Designer II	$170 /hr
Technical Designer I	$160 /hr
BIM Technician III	$155 /hr
BIM Technician II	$145 /hr
BIM Technician I	$135 /hr
Engineering Coordinator	$125 /hr
Registered Roof Observer	$145 /hr
Administrative	$120 /hr

Reimbursable Expenses: Expenses such as travel and lodging, reproduction, plotting, express delivery and shipping are considered reimbursable expenses and will be billed at 1.0 times cost.

LIPPERT BROS., INC.
GENERAL CONTRACTORS

Insurance/Fees

Builder's Risk Insurance	0.XXX% / GMAX (Per Month)
General Liability/Umbrella Insurance	5.6521 / $1,000 GMAX
Professional Liability Insurance	0.100% / GMAX
Technology Fee	0.375% / GMAX
Small Tools Fee	4.000%/Field Labor Cost

Vision Bank 's Term Sheet for Shawnee Public Schools

Jim Thorpe Stadium Press Box Elevator Project

Type of Financing:	Bank Qualified/Tax Exempt Lease Purchase Agreement
Amount:	$360,000.00
Term:	3 years
1st payment date:	12 months after inception of lease purchase
Payment Frequency:	Annual
Rate:	3.90%
Origination Fee:	$399 documentation fee
Estimated Annual Payment:	$129,622.84 (This will change due to the unknown number of advances).
Estimated Interest Costs:	To be determined due to draw schedule
Prepayment Penalties:	None
Proposed documents:	Similar to previous loans/leases we currently have on the books

The loan/lease would be a advancing line. You would call for an advance on the line; the bank would do an inspection to verify that the work on the advance was completed and then make the advance. The goal would be to do the inspection and advances within 3 days of your request to advance.

This bid is contingent upon the lease being a Bank Qualified/Tax Exempt Lease Purchase Agreement

Vision Bank

4301 N. Harrison Shawnee OK 74804

Contact Perdon: Steve Wallace

STATEWIDE SCHOOL SERVICE PROVIDER
11145 S. 82ND PLACE, SUITE F
BIXBY, OK 74008
www.statewide-ok.com | 918-734-0077
SEAN QUILLEN | Sean@statewide-ok.com
AUSTIN QUILLEN | Austin@statewide-ok.com

MASTER SERVICE AGREEMENT
2026-2027

SHAWNEE PUBLIC SCHOOLS
326 N. UNION AVENUE
SHAWNEE, OKLAHOMA 74801
MATT JOHNSON | matjohnson@shawnee.k12.ok.us
405-273-0653

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PREFACE

This Letter is meant to serve as a transparent view of what we do behind the scenes in our efforts to strive for success with Current Public School Districts, how that will apply to Shawnee Public Schools and how we specifically intend to approach Shawnee Public Schools to any that may be reading it.

While certain operational structures, supervisory frameworks, and quality-control mechanisms outlined in the following pages may initially appear to be standard industry expectations, it is important to recognize that many contractors operating within this market do not possess the organizational depth, administrative infrastructure, financial stability, or scalable management systems required to execute them consistently. What may be perceived as baseline capability on paper often proves to be aspirational rather than operational in practice — School Districts such as Shawnee Public Schools, where staffing scale, compliance requirements, performance documentation, and logistical coordination demand a level of internal capacity that extends well beyond minimal industry thresholds. It also requires disciplined oversight, continuous evaluation of site-specific needs and areas for improvement, and the organizational confidence to make strategic financial reinvestments while fully assuming responsibility for a contract of this magnitude.

The following initiatives reflect 18 years of operational refinement and industry acumen within the K-12 sector. Our philosophy is grounded in disciplined reinvestment — strengthening service quality, supervisory structure, and measurable accountability to ensure both performance consistency and long-term partnership stability.

The initiatives detailed herein are specific to and structured for Shawnee Public Schools. They are not representative of generalized company-wide standards or nearby Oklahoma operations, but rather deliberate investments calibrated to the scale, expectations, and outlined requirements of this district.

COMPANY OVERVIEW

Headquartered in Northeast Oklahoma, we are a family-owned-and-operated regional leader with the proven infrastructure to dominate our home state and the scalable capacity to provide seamless managed services. Since 2004, we have evolved from a local office/light industrial/manufacturing/retail-cleaning operation into a K-12 specialist serving over 85 schools across seven states.

Our growth is deliberate and strategic. We are **not a franchise**, and we never outsource our accounts to third parties. With a workforce of over 600 employees and a culture of promoting from within, we only partner with new school districts that align with our administrative depth. This ensures we never outgrow our infrastructure or compromise the high level of service our existing partners expect.

We specialize in the public and private school sector with high barriers to entry, providing a level of quality control and competitive rating that generalized contractors cannot match. As a full-service partner, we provide and take full responsibility for all equipment, machinery, and chemical needs. Our relationships are built on **performance and satisfaction rather than fine print**, focusing on maximizing service quality without placing unnecessary financial strain on the school districts we serve. We offer the stability and resource-depth of a national firm, delivered with the agility and personal accountability of a local, family-run business.

STATEWIDE MANAGEMENT DEPLOYMENT & TRANSITION OVERSIGHT

Upon contract award, Statewide will deploy senior management personnel to lead the full onboarding and transition process for Shawnee Public Schools. Executive-level oversight will be established immediately to ensure structured workforce onboarding, supervisory alignment, quality-control implementation, and operational stabilization.

This initial deployment phase includes direct involvement from senior leadership to oversee staffing confirmation, training calibration, supply chain setup, inspection protocols, and communication cadence with district administration. Transition is treated as a controlled operational rollout — not a gradual adjustment period. **As part of our commitment to operational stabilization, Statewide secures a local satellite office and warehouse within a 35-mile radius of the district to ensure immediate supply-chain support and management accessibility.**

To ensure undivided focus during this critical phase, Statewide will defer or decline any competing operational expansions that could dilute executive attention or resource allocation. Shawnee Public Schools will be prioritized to ensure stability, performance consistency, and measurable execution from day one.

Shawnee Public Schools will be our Flagship School for our growth toward the Oklahoma City Market.

STATEWIDE INVESTMENT

Statewide agrees to provide, own, and fully maintain all specialized machinery at no charge or upsell to SPS —specifically including autoscrubbers, Kaivac systems, carpet extractors, and grout machines—which will be dedicated to and stationed permanently at the district for the duration of the contract (See page 7).

Statewide will implement its standardized operational benchmarks and inspection metrics across all personnel. These measurable performance standards, which have been successfully deployed across our existing district partnerships, will guide training reinforcement, corrective action, and role alignment decisions.

Based on experience within comparable districts, we anticipate opportunities to optimize staffing structure to better align labor allocation with square footage, production standards, and performance accountability. Any workforce adjustments will be guided by measurable output, service quality expectations, and long-term operational efficiency — with the objective of strengthening overall contract performance and sustainability.

Additionally, significant attention will be devoted to identifying individuals best suited for leadership roles within the Shawnee Public Schools structure — including District Manager and Supervisor positions. All leadership appointments will undergo a structured vetting process aligned with our operational standards.

This evaluation process will assess performance history, leadership aptitude, reliability, communication ability, and demonstrated capacity to execute within structured accountability systems. Leadership placement will not be assumed based solely on tenure, but determined through measured evaluation and alignment with Statewide's procedural expectations.

Our objective is to establish a leadership team that embodies consistency, accountability, and operational discipline from the outset — ensuring that supervisory authority within SPS reflects both competence and alignment with district performance standards.

EMPLOYEE ATTRACTION & RETENTION

Statewide attracts and retains high-performing personnel through a structured approach centered on competitive compensation, measurable accountability, and defined advancement opportunities. Compensation is strategically positioned within market benchmarks to ensure workforce stability and reduce turnover risk. Our compensation model prioritizes frontline team retention while maintaining responsible contract sustainability.

In addition to base pay, Statewide implements performance-based incentive programs tied to objective standards such as attendance reliability, inspection scores, productivity metrics, and customer feedback. These incentives reinforce consistency and reward measurable contribution to contract performance.

High-performing employees are provided with defined pathways for advancement into supervisory and middle-management roles. Advancement is earned through sustained performance, leadership aptitude, and alignment with operational standards. Select leadership roles may include additional responsibility-based incentives, including enhanced compensation and company resources where appropriate.

This structured approach establishes clear expectations, reinforces accountability, and cultivates a performance-driven culture in which reliability, quality, and initiative are recognized and retained.

Statewide Commercial Cleaning Co. DBA Statewide School Service Provider ("Statewide") in response to specifications for service required by **Shawnee Public Schools** ("SPS") for the School Buildings listed below for consideration and in accordance with the terms and conditions listed in this Master Service Agreement ("MSA"), shall provide SPS with the services listed in the service schedules, subject to written signature approval by both Statewide and SPS.

SCHOOL BUILDINGS

SHAWNEE EARLY CHILDHOOD CENTER
Entrances, lobby, offices, commons, classrooms, teacher's lounge, library, art room, music room, conference room, work room, speech room, nurse office, cafeteria, hallways, and restrooms.

HORACE MANN ELEMENTARY SCHOOL
Entrances, lobby, offices, classrooms, teacher's lounge, library, music room, conference room, work room, nurse office, hallways, stairwells, and restrooms.

SEQUOYAH ELEMENTARY SCHOOL
Entrances, lobby, offices, classrooms, teacher's lounge, library, art room, music room, conference room, work room, speech room, nurse office, hallways, stairwell, and restrooms.

JEFFERSON ELEMENTARY SCHOOL
Entrances, lobby, offices, classrooms, teacher's lounge, library, art room, music room, conference room, work rooms, speech room, nurse office, hallways, and restrooms.

WILL ROGERS ELEMENTARY SCHOOL
Entrances, lobby, offices, classrooms, teacher's lounge, library, art room, music room, conference room, work rooms, speech room, nurse office, hallways, and restrooms.

DON BODARD MIDDLE SCHOOL
Entrances, lobby, offices, commons, classrooms, teacher's lounge, media center, science labs, art room, music room, conference room, work rooms, nurse office, cafeteria, hallways, and restrooms.

SHAWNEE HIGH SCHOOL

MAIN BUILDING
Entrances, lobby, offices, commons, classrooms, teacher's lounge, resource center, science labs, art room, conference room, work rooms, nurse office, cafeteria, hallways, and restrooms.

AGRICULTURE BUILDING
Entrance, classroom, offices, and restrooms.

BAND BUILDING
Entrance, offices, band rooms, hallways, and restrooms.

Service at the School Buildings listed above shall be provided five nights per week for two hundred nights. Service shall be provided Monday thru Friday after 3:30 p.m. and completed by 1:00 a.m.

SCHOOL BUILDINGS SERVICE SCHEDULE

NIGHTLY SERVICES

CLASSROOMS, OFFICES, FACULTY LOUNGES, WORK ROOMS, RESOURCE CENTER/LIBRARY/MEDIA CENTERS, ART ROOMS, SCIENCE LABS, AND BAND ROOMS

- Empty trash receptacles and replace liners.
- Clean and sanitize sinks, countertops, door knobs and light switches.
- Spot clean classroom door glass and side panel glass.
- Sweep hard surface floors.
- Vacuum carpets and SPS issued area rugs.
- Spot mop hard surface floors (spots that are approximately one sq ft or larger in size).

SPED, AND ECC CLASSROOMS

- Wet mop hard surface floors.

ENTRANCES, LOBBIES, COMMONS, HALLWAYS, AND STAIRWELLS

- Empty trash receptacles and replace liners.
- Clean, sanitize and polish water fountains.
- Clean and sanitize stairwell handrails.
- Clean and sanitize moving glass doors in the main entrances.
- Vacuum carpets and floor mats.
- Sweep hard surface floors.
- Auto Scrub hard surface floors.
- Wet mop hard surface floors that are not accessible with an auto scrubber.

CAFETERIAS (ECC, MIDDLE SCHOOL, AND HIGH SCHOOL)

- Remove trash receptacles and replace liners.
- Sweep hard surface floors
- Auto Scrub hard surface floors.
- Wet mop hard surface floors that are not accessible with an auto scrubber.

RESTROOMS

- Empty trash receptacles and replace liners.
- Clean and sanitize sinks, fixtures, toilets, urinals, countertops, and mirrors.
- Spot clean walls of spillage next to wastebaskets and dispensers in the restrooms.
- Clean and sanitize partition walls.
- Restock paper and soap dispensers.
- Sweep hard surface floors.
- Wet mop hard surface floors - paying special attention to the stainless steel floor moldings.

WEEKLY SERVICES (FRIDAY)

ALL AREAS

- Clean all secondary moving glass doors.
- Detail wet mop hard surface floors
- Move cafeteria tables (ECC, MIDDLE SCHOOL, AND HIGH SCHOOL) to auto scrub hard surface floors from wall to wall.

ONGOING SERVICES

RESTROOMS

- Deep clean floors, sinks, urinals, toilets, partitions, walls, baseboards, fixtures and using Statewide's Kaivac machines and cylindrical floor machines to remove buildup and odors.

FALL BREAK, WINTER BREAK, SPRING BREAK AND SUMMER BREAK

- ★ Hot water extract carpets and SPS issued rugs.
- ★ Cylindrical machine scrub restroom ceramic tile floors.
- ★ Kaivac restrooms with hard surface walls.
- ★ Deep clean - clean wiping desktops, machine scrubbing LVT floors with a red pad, spot clean walls, etc.
- ★ Dusting of HVAC vents, exhaust fans, baseboards, picture frames, window blinds, open flat surfaces, etc.

ON CALL SERVICES

- ★ Hot water extract carpets and SPS issued rugs to remove spills, urine, vomit, etc.
- ★ Machine scrub restroom ceramic tile floors to remove soap, grime and urine buildup.
- ★ Electrostatic spray touch points to disinfect for flu and virus outbreaks.

SPECIAL NOTES

- SPS agrees that trash must be placed in receptacles and/or marked "Trash".
- SPS agrees that boxes must be broken down and marked "Trash".
- SPS agrees that sinks will need to be empty to be cleaned.
- SPS agrees to stack all classroom chairs nightly.
- Classrooms where chairs are not stacked will only receive open floor cleaning.

EQUIPMENT AND SUPPLIES

STATEWIDE - ISSUED EQUIPMENT AND SUPPLIES

- Ajax / Comet
- Auto scrubbers
- Backpack vacuums
- Brutes/Dollies and 1-yard trash carts
- Caddy's
- Carpet cleaning chemicals
- Ceramic tile/grout cleaning chemicals
- Ceramic tile/grout cleaning machines
- Defoamer
- Dust mop frames
- Dust mop heads
- Dust mop sticks
- Floor finish
- General Purpose Cleaner
- Glass Cleaner
- Hot water extraction /cylindrical carpet cleaning machines
- Kaivac cleaning chemicals
- Kaivac machines
- Mop buckets
- Mop heads
- Mop sticks
- Neutral floor chemicals
- Propane burnishers
- Propane stripping machines
- Rags
- Rubber maid restroom carts
- Scouring pads
- Stainless steel polish
- Stripper
- Toilet bowl brushes
- Toilet bowl chemicals
- Upright vacuums
- Vacuum bags
- Wet dry vacuums
- Wet floor signs

QUALITY CONTROL

See Page 8 Terms and Conditions, Line Items #2 thru #10..

TERMS AND CONDITIONS

1) The term of this MSA shall be from August 1, 2026, thru May 31, 2027.
2) Statewide shall maintain an office/warehouse thirty-five miles of SPS.
3) Statewide shall provide trained, uniformed, insured and supervised employees. Training and supervision of all Statewide employees shall include the following: a complete walk-thru of the facility, a thorough understanding of the service schedule, cleaning techniques, safety, security procedures and SPS's expectations.
4) Statewide shall dedicate a School Buildings district night manager and two-night supervisors.
5) Statewide shall replace all wet mop and dust mop heads weekly with clean heads.
6) Statewide shall meet with SPS monthly (or as determined by SPS) to review and discuss; issues, complaints, requests, performance, upcoming events, break cleaning schedules/tasks, etc.
7) Statewide shall maintain excellent communication with SPS to ensure satisfaction is being met on each scheduled service through on-site visits, inspections and SPS service calls.
8) Statewide shall provide SPS with TimeStamp "correction pictures" of issues, complaints and/or requests to SPS by 6:30 am of the next school day.
9) Statewide shall report any security breach, damage, and/or visible plumbing problems that are noticed during scheduled services to SPS immediately, in writing or to an emergency contact if necessary (ex: malfunctioning soap dispensers, light out, roof leaks, etc.).
10) Any storage space provided by SPS for the purpose of storing Statewide's equipment and supplies will be kept clean, neat and orderly always.
11) SPS may request event porters and cleanups for academic events and sporting events at an hourly rate of twenty-five dollars per hour. SPS will determine start and end times, the number of event porters needed and the tasks to be performed. SPS shall only be invoiced for verifiable times that work was provided onsite and in accordance with the MSA.
12) SPS agrees to provide all bin liners, restroom soaps and paper products.
13) Any requested change to this service agreement by either party will become valid only upon the written approval, signature and acceptance by both SPS and Statewide.
14) StateWide shall invoice SPS for services on the last day of each calendar month that services are to be provided. Payment is due NET 30 days.
15) SPS agrees not to solicit employment or services of any Statewide employees for a period of twelve months from the last date of service.
16) The laws of the state of Oklahoma shall govern this MSA.

SIGNATURE PAGE

In consideration of Statewide completing the scheduled services, terms and conditions as described in this MSA, SPS agrees to pay the annual contract amount listed below for the 10-month service period:

SHAWNEE EARLY CHILDHOOD CENTER	$57,000
HORACE MANN ELEMENTARY SCHOOL	$38,000
SEQUOYAH ELEMENTARY SCHOOL	$47,500
JEFFERSON ELEMENTARY SCHOOL	$52,250
WILL ROGERS ELEMENTARY SCHOOL	$47,500
DON BODARD MIDDLE SCHOOL	$118,750
SHAWNEE HIGH SCHOOL	$114,000
TOTAL ANNUAL CONTRACT AMOUNT	**$475,000**
Monthly Contract Amount (August 2026 - May 2027)	*$47,500*

SHAWNEE PUBLIC SCHOOLS

Date: 6/23/2026

Signature:

Name Printed: JASON M JAMES

STATEWIDE SCHOOL SERVICE PROVIDER

Date: JUNE 9TH 2026

Signature:

Name Printed: SEAN QUILLEN

REFERENCES

BIXBY PUBLIC SCHOOLS
Director of Facilities - Adrienne Malone
amalone@bixbyps.org
(918) 557-2462

CATOOSA PUBLIC SCHOOLS
Director of Facilities - Matt Stout
mstout@catoosa.k12.ok.us
(918) 261-2665

GLENPOOL PUBLIC SCHOOLS
Director of Facilities - Matt Hilburn
mwhilburn@glenpoolps.org
(918) 851-6248

GROVE PUBLIC SCHOOLS
Director of Facilities - Karen Innocenti
maintenance@ridgerunners.net
(918) 261-0212

HOLLAND HALL
Director of Facilities - Greg Alford
galford@hollandhall.org
559-698-4566

TAHLEQUAH PUBLIC SCHOOLS
Director of Facilities - Jackie Willis
willisj@tahlequahschools.org
(918) 207-7685

FLOOR SERVICES AGREEMENT

SUMMER BREAK FLOOR SERVICES (JUNE 2027 - JULY 2027)

HIGH SCHOOL, AGRICULTURE BUILDING, AND BAND BUILDING

ALL VINYL COMPOSITE TILE FLOORS AND TERRAZZO FLOORS

Statewide shall move all furniture, strip all vinyl composite tile and terrazzo floors down to the base tile/terrazzo, apply six coats of 25% solids floor finish and put all furniture back to their original places upon completion. This would occur between June 2027 - July 2027 **(completion within 7 consecutive days or less)**.

- Statewide will Caution Tape off exterior entrances and post Do NOT Enter signage. Statewide shall not be responsible for anyone other than Statewide employees that enter the buildings during the Floor Services (Ex: footprints across wet wax, accidents, etc.).
- Statewide will move all furniture except for vending machines, large appliances, and large desks/furniture that requires to be disassembled to fit through doorways - Statewide will strip and wax around these items.
- Statewide will need to strip all the vinyl composite tile and terrazzo floors down to the bare surface in order to correct. Statewide will use high powered propane stripping machines, SC Johnson's high potency chemical stripper and 15-25 floor crew employees. This will take multiple stripping applications/processes (6-15 times) in order to correct.
- Six coats of SC Johson (25% solids) floor finish will be applied.
- Statewide will maintain daily communication with SPS and provide TimeStamp photos of ongoing progress.
- Put all furniture back into their original locations.

ALL CARPET FLOORS

- Statewide will clean all carpets and SPS issued rugs to remove dirt, grease, and spillage using Statewide's cylindrical/extraction carpet cleaning machines.
- Caution Tape off exterior entrances and post Do NOT Enter signage. Statewide shall not be responsible for

WINTER BREAK FLOOR SERVICES (DECEMBER 2027)

HIGH SCHOOL, AGRICULTURE BUILDING, AND BAND BUILDING

VINYL COMPOSITE TILE FLOORS AND TERRAZZO FLOORS - ENTRANCES, LOBBIES, HALLWAYS AND CAFETERIA

Statewide shall move all furniture, scrub and recoat vinyl composite tile and terrazzo floors in the entrances, lobbies, hallways and cafeteria and put all furniture back to their original locations upon completion. This would occur in mid-late December 2027 **(completion within 2 consecutive days)**..

- Statewide will Caution Tape off exterior entrances and post Do NOT Enter signage. Statewide shall not be responsible for anyone other than Statewide employees that enter the buildings during the Floor Services (Ex: footprints across wet wax, accidents, etc.).
- Statewide will move all furniture except for vending machines. Statewide will scrub and wax around these items.
- Statewide will use Orbital Auto Scrubbers, upright Orbital Scrubbers, neutral floor chemicals, and green pads to remove the top 1-2 layers of floor finish.
- Two coats of SC Johson (25% solids) floor finish will be applied.

- Statewide will maintain daily communication with SPS and provide TimeStamp photos of ongoing progress.
- Statewide will put all furniture back into their original locations.

WEEKLY FLOOR SERVICES (AUGUST 2027 - MAY 2028)

HIGH SCHOOL, AGRICULTURE BUILDING, AND BAND BUILDING

VINYL COMPOSITE TILE FLOORS AND TERRAZZO FLOORS - ENTRANCES, LOBBIES, HALLWAYS AND CAFETERIA

- Friday Night upon completion of the nightly auto scrubbing and detail mopping - burnish floors using a Statewide 27" propane burnisher along with the proper pads: white, tan, pink, hogs hair, etc.
- Dust mop and sweep corners to remove dust and pad particles kicked up from burnishing.

SPS agrees to:

- Notify all employees, students, vendors, and contractors that the above mentioned buildings and areas are closed during the agreed upon Floor Services timeframe (TBD at a later date).
- Remove all boxes, personal items, books, papers, etc, prior to the scheduled Floor Services, (not stacking on top of furniture, desktops and tables that Statewide is responsible for moving).
- Provide keys, access badges and emergency contacts.
- Have A/C in good working condition in order to allow the floor finish to properly dry and cure in a timely manner.
- Designate sinks and/or exterior areas to dump slurry.

In consideration of Statewide completing the FLOOR SERVICES AGREEMENT and the terms and conditions as described in the MSA, SPS agrees to pay the rates of:

SUMMER BREAK FLOOR SERVICES (JUNE 2027 - JULY 2027)	No Charge
2027 WINTER BREAK FLOOR SERVICES (DECEMBER 2027)	No Charge
WEEKLY FLOOR SERVICES (AUGUST 2027 - MAY 2028)	No Charge
TOTAL CONTRACT AMOUNT	**No Charge**

Due to the number of school districts that Statewide provides ongoing year-round services in Oklahoma, Statewide must be in good standing with SPS and the 2027-2028 renewal MSA must be executed no later than the SPS April 2027 School Board Meeting in order to schedule this Floor Services Agreement. Additional Floor Services (Middle School strip and wax, etc.) may be added per SPS's needs if agreed upon prior to the 2027-2028 renewal MSA in April 2027.

SHAWNEE PUBLIC SCHOOLS

Date: _____

Signature: _____

Name Printed: _____

STATEWIDE SCHOOL SERVICE PROVIDER

Date: June 9th, 2026

Signature: _____

Name Printed: Sean Quillen

AGREEMENT

The Offerer certifies that the FSMC shall operate in accordance with all applicable state and federal regulations.

The Offerer certifies that all terms and conditions within the RFP shall be considered a part of the contract as if incorporated therein.

This Agreement shall be in effect for one year and may be renewed by mutual agreement for four additional one-year periods.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representatives.

ATTEST:

_____

SCHOOL FOOD AUTHORITY:

Shawnee Public Schools
Name of SFA

_____
Signature of Authorized Representative

_____
Typed Name of Authorized Representative

_____
Title

_____
Date Signed

ATTEST:

Aleesha Morgan 5/26/2026

FOOD SERVICE MANAGEMENT COMPANY:

Compass Group USA, Inc., by and through its Chartwells Division
Name of FSMC

A L Shaffer
Signature of Authorized Representative

Amy Shaffer
Typed Name of Authorized Representative

CEO, Chartwells K12
Title

5/26/2026
Date Signed

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SHAWNEE PUBLIC SCHOOLS

326 NORTH UNION AVENUE | SHAWNEE, OKLAHOMA 74801-7099 | (405) 273-0653

JACKIE NOBLE
EXECUTIVE DIRECTOR OF ACADEMIC SERVICES

Academic Services Board Update
6/29/26

- **Total Enrollment** (as of 5/21/26) - 3,249 students

PreK - 158	K - 228	1st gr - 238	2nd gr - 223	3rd gr - 200	4th gr - 247	5th gr - 221
6th gr - 217	7th gr - 233	8th gr - 235	9th gr - 253	10th gr - 266	11th gr - 257	12th gr - 253

- **Professional Development**
    - Shawnee hosted the OSDE's first "Pages Across the Plains: HEROES Regional Summer Literacy Workshop" for 2026. The first of eight stops across the state provided two main events on June 4th and 5th:
        - Thursday evening was "Camp Read-A-Lot" with reading activities and free resources for families and community members.
        - Friday educators from across our region attended a keynote and several breakout sessions. Teachers and education professionals were able to learn new instructional strategies, discuss best practices with the Science of Reading, hear clarifying information regarding MTSS and the updated SRA law as well as many other topics.
    - We offered an ACT Instructional Mastery training for approximately 45 middle and high school teachers on June 2nd and 3rd. The course included information such as test specifications, content, test-taking strategies, and test-preparation practices. Upon completion of the training each teacher had the opportunity to take an assessment and earn an instructional mastery certificate/badge (AIMS certification).
- **Instruction/Curriculum**
    - SHS had approximately 45 students participate in Summer School in June
    - We had around 180-200 first through fifth grade elementary students attend our 21st CCLC summer program in June.

    - Our office worked to update the SHS/JTA Pathways & Course Catalog. Our next steps include requesting state codes and finalizing curriculum for new courses.

- **Assessment Updates**
    - Preliminary OSTP results have been released, and we are disaggregating the data to get an initial idea of how our students performed. Final results are expected be released in July or August.

SHAWNEE PUBLIC SCHOOLS

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ALLYSON CLEVELAND
DIRECTOR OF SPECIAL SERVICES

Student Services Board Report - June 29, 2026

- SPS received a letter closing the state complaint filed against us in October 2025. SDE stated that the district has satisfied all directives included in the initial report and Shawnee is in full compliance. The final piece, which was roughly 20 hours of compensatory services, was delivered during the first two weeks of June during SPS Kids at Will Rogers.

- Special Services is reviewing discipline data for the school year, particularly focusing on disproportionality by race of removals/suspensions. All categories appear to be within acceptable range. Much appreciation to the site administrators who help us monitor this data throughout the year and work to avoid any disproportionality.

- The district's End of Year Data Report (due 6/30/26) is in process. A new format is being utilized by which the numbers are pulled directly from data entered into Ed Plan throughout the year. As with any new program, there are bugs to work out, and we are in communication with the state department to correct several inaccuracies in our data as this will negatively reflect our District Data Profile in the fall. Dr. James will certify the report in July - once all of the information is displaying accurately.

- Special Services is required to conduct an annual audit of inactive records, pulling files of individuals who were expected to have graduated five years prior. Those records have been identified and written notification is being prepared to notify families of the option to collect these paper documents. Letters will be mailed mid July, and individuals will have 60 days to pick up the records. If not, they will be destroyed.

SHAWNEE PUBLIC SCHOOLS

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AMANDA JOHNSON
DIRECTOR OF COMMUNICATIONS

Shawnee Public Schools – Communications Department Board Report
BOARD UPDATES | June 29, 2026

Professional Development
I attended the CCOSA Summer Leadership Conference in Oklahoma City, where I had the opportunity to connect with education leaders from across the state. While there, I also met with the Metro Communicators Group, allowing us to share best practices, discuss emerging communications trends, and collaborate on strategies to better serve our school communities.

Summer Planning & Strategic Work
Summer provides an opportunity for our department to focus on long-range planning and continuous improvement. Current projects include:

- Updating the district's Brand Guidelines for the 2026-27 school year to ensure consistency across all schools, departments, and communications.
- Developing the 2026-27 Communications Strategic Plan, which will guide our efforts in family engagement, district storytelling, crisis communications, and community outreach.

Back-to-School Communications
Preparations are underway for the new school year. A dedicated Back-to-School Landing Page will soon be available on the district website. This page will serve as a central hub for families, housing enrollment information, school supply lists, schedules, events, and other important updates. Information will continue to be updated throughout the summer as details become available.

We're also excited to roll out new Back-to-School Spirit Gear in the coming weeks. New shirt designs are being finalized and will provide students, staff, families, and community members additional opportunities to show their Wolf pride as we begin the 2026-27 school year.

Save the Date
Mark your calendars for the Community Pep Rally on August 25. This event continues to be a great opportunity to bring together students, families, staff, and community members as we celebrate the start of another exciting year for Shawnee Public Schools.

Community Partnership Spotlight
We are excited to celebrate the completion of the new Fitness Court, made possible through a partnership with National Fitness Campaign and Blue Cross Blue Shield of Oklahoma. A ribbon-cutting ceremony took place on June 25.

The Fitness Court is now installed and available for public use. Designed for individuals ages 14 and older, the facility provides a free and accessible way for community members to improve their health and wellness. Users can download the Fitness Court app to access guided workouts tailored to their individual fitness levels and goals.

As a district, we are grateful for partnerships that expand opportunities for healthy lifestyles and active living for our students, staff, and community.

SHAWNEE PUBLIC SCHOOLS

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MATT JOHNSON
EXECUTIVE DIRECTOR OF OPERATIONS

Operations Board Update – June 29, 2026

- **Nutrition** – Nutrition has been working hard to feed all of the summer school kiddos at the three sites that are housing our summer school programs. Nutrition has been closing out the previous year's books and are preparing for the students to return in August.
- **Transportation** – June is the month of closing out budgets and working on new plans for next year. We lack installation of a software update to complete the setup for bi-directional charging. We will be the only district in the state that is involved in this "extra" use of our electric vehicles. Bi-directional charging will allow our buses to generate revenue for the district while they sit idle in the June, July and August timeframe as well as on weekends. All buses are undergoing their annual vehicle inspections.
- **Technology** – The summer technology crew are doing a fantastic job. They have completed work at Sequoyah, Jefferson, and the Early Childhood Center. They are now working on preparing middle school devices for the upcoming school year. We have successfully set up a Mobile Device Manager (MDM) for our Newline boards. This will allow us to centrally manage all Newline boards throughout the district. Teachers are continuing to pick up their new devices. Device distribution will continue through June 30.
- **Maintenance/Construction** –Stucker construction is on schedule and the dome is up. The interior work on the dome should be complete by the end of July. Sequoyah is moving along. We have had several issues arise from the original construction of the building that we have had to work around. Our decision to move the grounds crew in-house is going well. We have 2 SHS students that are interning (with pay) with the grounds crew this summer and they are doing fantastic. The buildings are currently being stripped and waxed and the carpets are being cleaned. Many sites are getting upgrades, paint, etc.

May/June Maintenance Report

- 240 work orders submitted
- 278 work orders completed
- 38 still open (pending funding/planning)
- 1.2 day response time
- 2.5 day resolution time
- 19 water leaks discovered in the last 60 days
    - (USG, Sequoyah, SECC, SHS, PAAC, Football press box) All have been repaired or are being repaired.
- USG bathroom almost completely remodeled and are functional. We are awaiting a handful of parts that are backordered to complete the project.
- Grounds crew is in full force
- FMX is coming along and assets and locations are being uploaded.
- VFD (Variable Frequency Device) has been replaced at SECC and is functioning as expected to run our geothermal system.
- Numerous summer projects are being completed.
    - 7 out of 21 major projects have been completed. (We are adding more daily)
    - 14 are scheduled to start after July 4 weekend.
        - Furring in 3 walls at Horace Mann
        - Removing 2 cabinets/sinks at Jefferson (patching floors)
        - 2 water fountains will be furred out at the high school
        - Re-keying the athletic facilities to work on the district key system (making our athletic buildings more secure and easier to access)
- City-wide blackout during our last major storm damaged several HVAC systems at the high school. All have been repaired but one (parts are on order). All other issues caused by the storm have been dealt with.

Below are some of the major projects we have worked on at each site this past school year.

School Year	Project - SHS
25-26	Installed emergency radio
25-26	Sealed High School/PAAC Parking Lot
25-26	Restripe High School/PAAC Parking Lot
25-26	Broken window replaced
25-26	Broken exit signs replaced
25-26	Bad landscaping removed
25-26	Ag garage door fixed

25-26	PAAC seating repaired

School Year	Project - SMS
25-26	Replaced north skylight
25-26	Painted hallways
25-26	Installed new carpet/vct in classroom
25-26	Repaired/replaced concrete in parking lot
25-26	Restriped parking lot
25-26	Took down failing awnings over commons windows
25-26	Replaced missing awning on south side
25-26	Fixed major roof leak down north hallway
25-26	Installed emergency radio
25-26	Replaced faded parking signs
25-26	Took out old parking lot sign poles
25-26	Replaced 2 basketball goals
25-26	Purchased trauma bags
25-26	Cleared tree damage by Avedis Park
25-26	Gym floor refinished
25-26	Computer Lab Remodel Completed
25-26	Classroom Flooring replaced
25-26	Intercom installed

School Year	Project - JTA
25-26	Installed fence
25-26	Installed camera on south side of building
25-26	Installed access control on south door
25-26	Rebuilt picnic table
25-26	Purchased emergency radio
25-26	Purchased trauma bags
25-26	Installed electric for chicken coop
25-26	Installed water for chicken coop

School Year	Project - WR
25-26	Purchased emergency radio
25-26	Purchased trauma bags
25-26	Repaired concrete in parking lots and drive
25-26	Installed fence with panic bar
25-26	Summer remodel (bathrooms, floors, paint, ceilings, windows, etc.)
25-26	Painted gym
25-26	New carpet in main office
25-26	Fixed soil in playground area
25-26	Installed new mulch in playground
25-26	Installed new intercom system
25-26	Installed new sound system in cafeteria/gym

25-26	Installed windscreens

School Year	Project- HM
25-26	Purchased emergency radio
25-26	Purchased trauma bags
25-26	Summer remodel (bathrooms, floors, paint, ceilings, etc.)
25-26	New carpet in main office
25-26	Installed new mulch in playground
25-26	Windscreens installed
25-26	Gas leak from outside building found and repaired
25-26	Concrete patched and sidewalk replaced on west side
25-26	Installed new intercom system
25-26	Installed new sound system in cafeteria/gym
25-26	Furred out walls for water fountains
25-26	Built custodial closet

School Year	Project - Seq
25-26	Purchased emergency radio
25-26	Purchased trauma bags
25-26	Summer remodel (bathrooms, floors, paint, ceilings, windows, new led lighting, etc.)
25-26	Installed new mulch in playground
25-26	Concrete patched on east side
25-26	Build new parking lot and installed canopy
25-26	Restriped old parking lot
25-26	Installed new intercom system
25-26	Installed new sound system in cafeteria/gym
25-26	Two broken windows replaced
25-26	Sequoyah Parking Lot and Canopy Completed

School Year	Project - Jeff
25-26	Purchased emergency radio
25-26	Purchased trauma bags
25-26	Summer remodel (bathrooms, floors, paint, ceilings, windows, etc.)
25-26	Installed new mulch in playground
25-26	Drainage in courtyard fixed
25-26	Demoed old storage unit in courtyard
25-26	Installed new intercom system
25-26	Installed new sound system in cafeteria/gym
25-26	4 HVAC units replaced
25-26	Massive leak in main office entry repaired and ceiling replaced
25-26	2 counters/sinks in classrooms removed and floor repaired
25-26	Water fountain drain/clog issue repaired

School Year	Project - SECC
25-26	Purchased emergency radio

25-26	Purchased trauma bags
25-26	Installed new mulch in playground
25-26	Installed new canopy on south side
25-26	Installed new intercom system
25-26	Installed new sound system in cafeteria/gym
25-26	Installed 3 new HVAC units for the geothermal system
25-26	Flushed geothermal system (1st time in 25 years)
25-26	VFD replaced
25-26	5 geothermal units replaced
25-26	Geothermal system flushed
25-26	Concrete and curbs patched and replaced
25-26	Windscreens installed

School Year	Project - CO
25-26	Purchased emergency radio
25-26	Purchased trauma bags
25-26	Concrete sidewalks and ramps replaced

School Year	Project - USG
25-26	Visitor bathrooms remodeled
25-26	Dehumidifiers purchased
25-26	Hot water repairs to restore hot water to facility
25-26	Washer and dryer power repaired to get units running
25-26	Robotics 220v power installed
25-26	Water fountain removed and leak repaired
25-26	Broken window replaced

School Year	Project - Ath
25-26	All video and sound equipment moved from temp press box to permanent press box at football field
25-26	Gym floor refinished
25-26	Track washout repaired and track fixed
25-26	Stucker complex started (26/27 SY completion)
25-26	Football Temp press box Removed and Stadium Seating Repaired
25-26	Baseball press box renovated
25-26	Football press box Completed
25-26	Paul Duffield Tennis Center Completed
25-26	Hudle camera installed at football field
25-26	Hudle camera installed at baseball field
25-26	French drain installed at baseball field
25-26	Elevator construction for football press box started (completion during 26/27 SY)

School Year	Project - Misc
25-26	Flag pole at transportation fixed
25-26	50' boom purchased for maintenance

25-26	Man lift purchased for maintenance
25-26	Dump trailer purchased for grounds
25-26	All garage doors and motors at transportation replaced
25-26	New gates on west and east sides of transportation replaced
25-26	All kitchen equipment is repaired and functioning
25-26	New fence built around Brackeen shop to protect maintenance vehicles
25-26	New Expedition purchased for transportation fleet
25-26	2-way electric bus chargers installed
25-26	Public fitness court built by Jefferson

ASR District Summary Report

ASR - School Year 2025-2026

District ID	District Name	Attribute
631093	SHAWNEE	Student Enrollment
Days Taught	**Professional Days**	**Days in Session**
169	5	174
Username	**Status Date**	**Status**
Lauren Santos	June 11, 2026 15:13:42	Complete

Grade	Total Days Membership	Avg Daily Membership	Total Day Attendance	Average Daily Attendance	Overall Attendance %	Total Days Transported for State Aid	Average Daily Haul
PR	1,672.00	9.89	1,672.00	9.89	100.00	1,447.00	8.56
PKH							
PKF	26,040.00	154.10	23,893.00	141.37	91.75	19,155.00	113.33
KGH							
KGF	37,355.00	221.02	34,000.00	201.14	91.02	23,904.00	141.38
01	40,214.00	237.93	36,614.50	216.70	91.05	13,716.00	81.17
02	36,893.00	218.31	33,880.50	200.51	91.83	10,198.50	60.37
03	34,733.00	205.52	32,118.50	190.08	92.47	13,262.50	78.50
04	41,542.00	245.79	38,169.50	225.87	91.88	12,057.50	71.33
05	37,577.00	222.35	34,503.00	204.18	91.82	11,633.50	68.84
06	37,382.00	221.20	34,003.00	201.16	90.96	28,727.50	169.98
07	39,764.00	235.26	36,285.00	214.69	91.25	29,950.00	177.18
08	39,158.00	231.68	35,623.50	210.80	90.97	29,348.50	173.81
09	43,620.00	258.08	39,167.00	231.73	89.79	30,194.50	178.66
10	45,641.00	270.02	40,856.00	241.71	89.52	30,299.00	179.26
11	44,279.00	261.98	39,443.00	233.51	89.08	31,007.50	183.62
12	42,866.00	253.64	37,570.50	222.37	87.65	28,875.00	170.89
13							
AE							
OHP 1	707.00	4.19	654.50	3.87	92.57	0.00	0.00
OHP 2							
OHP 3							
OHP 4							
TOTAL	**549,443.00**	**3,250.96**	**498,453.50**	**2,949.58**	**90.72**	**313,776.00**	**1,856.88**

Report generated on: June 18, 2026 13:52:02

Minutes of the Monday, May 11, 2026 Board Meeting

The Board of Education of Independent School District No. 93, Pottawatomie County, met in Regular Session on Monday, May 11, 2026 at the Board of Education - Administration Building, 326 N. Union Ave., Shawnee, OK 74801.

1. Call to Order

A. Roll Call

Attendance Taken at 6:01 PM.

Present:	Clif Harden	1st Vice President
	Jeanne Swinney	2nd Vice President
	Mandy Hillhouse	Clerk
	Russ Oliver	Member
	Casey White	Member
	Ms. Kristen Wilson	Member
Absent:	Turner Bass	President

a. Swearing in of board member to seat #3.

B. Minute of Silence and Invocation

C. Flag Salute

2. Opportunity for Public Comment
No Public Comment.

3. Report of the Superintendent

A. Central Office Reports

- Educational Services Report
- Special Services Report
- Counseling and Community Engagement
- Communications Report
- Operations Report

B. Superintendent's Items, Announcements & Recognition

a. Recognitions & Announcements

b. Board discussion and vote on the Guaranteed Maximum Price from Wynn Construction for Sequoyah Elementary.

Motion was made by Casey White and seconded by Mandy Hillhouse to approve the Guaranteed Maximum Price from Wynn Construction for Sequoyah Elementary. Motion carried.
Turner Bass: Absent, Clif Harden: Yes, Jeanne Swinney: Yes, Russ Oliver: Yes, Mandy Hillhouse: Yes, Ms Kristen Wilson: Yes, Casey White: Yes
Yes: 6, No: 0, Absent: 1

c. Board discussion and possible action on acknowledging the Support Employees Contracts for 2026-2027.

Motion was made by Mandy Hillhouse and seconded by Jeanne Swinney to approve the Support Employees Contracts for 2026-2027. Motion carried.
Turner Bass: Absent, Jeanne Swinney: Yes, Ms Kristen Wilson: Yes, Casey White: Yes, Mandy Hillhouse: Yes, Russ Oliver: Yes, Clif Harden: Yes
Yes: 6, No: 0, Absent: 1

4. Consent Docket Items: All of the following items will be approved by one vote unless any Board Member desires to have a separate vote on any or all of these items. Possible action by the Board of Education to approve:

Motion was made by Jeanne Swinney and seconded by Russ Oliver to approve Consent Agenda as presented. Motion carried.
Turner Bass: Absent, Ms Kristen Wilson: Yes, Jeanne Swinney: Yes, Russ Oliver: Yes, Mandy Hillhouse: Yes, Casey White: Yes, Clif Harden: Yes
Yes: 6, No: 0, Absent: 1

A. Minutes of the 4-13-26 Regular Board Meeting and minutes of the 5-4-26 Special Board Meeting.

B. Report of the Chief Financial Officer

a. Pottawatomie County Sales Tax Fund Request

b. Treasurer's Report

c. Encumbrance Registers for 25-26FY
BOND FUND 03 REGISTERS 62-69
GENERAL FUND 11 ENCUMBRANCES 1073-1118
CO-OP FUND 12 ENCUMBRANCES 19-22
BUILDING FUND 21 ENCUMBRANCES 203-207
BOND FUND 33 ENCUMBRANCES 41
SINKING FUND 41 ENCUMBRANCES 3

d. Encumbrance Registers for 26-27FY
GENERAL FUND 11 ENCUMBRANCES 1-93
BUILDING FUND 21 ENCUMBRANCES 1-6
BOND FUND 33 ENCUMBRANCES 1-30

e. School Activity Fund Transfers for the 25-26 FY

C. 2026 - 2027 Agreements:
a) Patricia Ford, M.Ed. (School Psychological Consulting Services)
b) Tiffany Amsler M. S., CCC-SLP (Speech/Language Services)
c) Jennifer R. Gates, MS CCC-SLP (Speech Therapy)
d) Jessica Hand, MS CCC-SLP (Speech Services)
e) Oklahoma State School Boards Association (OSSBA) Membership
f) Elementary & Secondary Education Act (ESEA) Title III, Consortium Application
g) Specialty Care Pediatrics, Inc. (Nursing Services)
h) Central Oklahoma School Pictures (Elementary Schools)
i) Pre-ETS Collaborative Agreement with University of Oklahoma
j) Union Street Headstart Agreement
k) Sylogist Ed Accounting
l) Apptegy Agreement

D. Disposal of Surplus School Property

5. Proposed Executive Session to discuss:
A) Have confidential communications with District's legal counsel concerning a pending investigation, claim or action where disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest pursuant to 25 O.S. § 307 (B)(4).

B) Superintendent's Personnel Report (25 O.S. §307 (B) (1)), Exhibit A (and Exhibit B that was presented under separate cover).

A. Vote to convene or not to convene into Executive Session
Motion was made by Casey White and seconded by Mandy Hillhouse to Convene to Executive Session at 6:26PM. Motion carried.
Turner Bass: Absent, Mandy Hillhouse: Yes, Clif Harden: Yes, Russ Oliver: Yes, Ms Kristen Wilson: Yes, Casey White: Yes, Jeanne Swinney: Yes
Yes: 6, No: 0, Absent: 1

6. Acknowledge to return to Open Session
Board Members returned from Executive Session at 7:25PM.

7. Board President's Statement of Executive Session Minutes.
Board Members in attendance were Clif Harden, Jeanne Swinney, Mandy Hillhouse, Kristen Wilson, Casey White, Russ Oliver, Superintendent, Dr. Jason James and Laura Holmes, attorney, via Zoom.
No votes were taken and no other matters were discussed in Executive Session.

8. Approval of Superintendent's Personnel Reports, Exhibit A (and Exhibit B that was presented under separate cover).
Motion was made by Jeanne Swinney and seconded by Russ Oliver to approve Superintendent's Personnel Reports, Exhibit A (and Exhibit B that was presented under separate cover). Motion carried.
Turner Bass: Absent, Clif Harden: Yes, Ms Kristen Wilson: Yes, Russ Oliver: Yes, Jeanne

Swinney: Yes, Casey White: Yes, Mandy Hillhouse: Yes
Yes: 6, No: 0, Absent: 1

9. New Business: New business means any matter not known about or which could not have been reasonably foreseen prior to the time of posting. 25 O.S. § 311.
No new business.

10. Board member comments and announcements
Clif Harden congratulated all the retirees and there was a reminder that high school graduation is Sunday, May 17th, at 3:00PM.

11. Adjournment
Motion was made by Clif Harden, 1st Vice President, to adjourn the meeting at 7:26PM
Motion unseconded.

ATTEST: _____ President

Clerk: _____

I hereby certify that I accurately transcribed the forgoing minutes and furnished copies to the executive officers, the board clerk and all board members prior to this meeting, but the original of the same was retained at all times in the administrative office of the School District and that the provisions of the 1977 Open Meeting Law (Title 25, Section 201-314 of Oklahoma Statutes) were adhered to.

Approved: _____

Secretary: _____

Minutes of the Wednesday, May 27, 2026 Board Meeting

The Board of Education of Independent School District No. 93, Pottawatomie County, met in Special Session on Wednesday, May 27, 2026 at the Board of Education - Administration Building, 326 N. Union Ave., Shawnee, OK 74801.

1. Call to Order

A. Roll Call

Attendance Taken at 4:00PM.

Present:	Clif Harden	1st Vice President
	Jeanne Swinney	2nd Vice President
	Mandy Hillhouse	Clerk
	Russ Oliver	Member
Absent:	Turner Bass	President
	Casey White	Member
	Ms. Kristen Wilson	Member

Turner Bass arrived at the meeting at 4:01PM after Roll Call had been taken, and the first item was presented for a vote.

2. Proposed Executive Session to discuss:

(1) Superintendent's Personnel Report (25 O.S. §307 (B) (1)), Exhibit A (and Exhibit B that was presented under separate cover).

(2) The hiring of a Middle School Principal, an Assistant High School Principal, and a Director of Secondary Education. 25 O.S. §307 (B)(1).

A. Vote to convene or not to convene into Executive Session.

Vote to convene into Executive Session at 4:01PM. This motion, made by Jeanne Swinney and seconded by Mandy Hillhouse, carried.
Casey White: Absent, Ms Kristen Wilson: Absent, Russ Oliver: Yes, Turner Bass: Yes, Mandy Hillhouse: Yes, Jeanne Swinney: Yes, Clif Harden: Yes
Yes: 5, No: 0, Absent: 2

3. Acknowledge to return to Open Session.

Board Members returned from Executive Session at 4:59PM

4. Board President's Statement of Executive Session Minutes.

Board Members in attendance were Turner Bass, Clif Harden, Russ Oliver, Jeanne Swinney, Mandy Hillhouse, and Superintendent, Jason James.
No votes were taken and no other matters were discussed in Executive Session.

5. Vote on Superintendent's Personnel Reports, Exhibit A (and Exhibit B that was presented under separate cover).

Motion to approve Superintendent's Personnel Reports, Exhibit A (and Exhibit B that was presented under separate cover). This motion, made by Clif Harden and seconded by Mandy Hillhouse, carried.
Turner Bass: Yes, Casey White: Absent, Ms Kristen Wilson: Absent, Clif Harden: Yes, Jeanne Swinney: Yes, Russ Oliver: Yes, Mandy Hillhouse: Yes
Yes: 5, No: 0, Absent: 2

6. Vote on the hiring of a Middle School Principal.

Motion to approve the hiring of Levi Dobrinski as the Middle School Principal. This motion, made by Clif Harden and seconded by Russ Oliver, carried.
Casey White: Absent, Ms Kristen Wilson: Absent, Clif Harden: Yes, Russ Oliver: Yes, Mandy Hillhouse: Yes, Jeanne Swinney: Yes, Turner Bass: Yes
Yes: 5, No: 0, Absent: 2

7. Vote on the hiring of an Assistant High School Principal.

Motion to approve Mike Watkins as the Assistant High School Principal. This motion, made by Clif Harden and seconded by Mandy Hillhouse, carried.
Turner Bass: Yes, Casey White: Absent, Ms Kristen Wilson: Absent, Jeanne Swinney: Yes, Mandy Hillhouse: Yes, Clif Harden: Yes, Russ Oliver: Yes
Yes: 5, No: 0, Absent: 2

8. Vote on the hiring of a Director of Secondary Education.

Superintendent, Jason James, recommended that no action be taken on the hiring of a Director of Secondary Education.

9. Adjournment

Motion was made by Turner Bass, Board President, to adjourn the meeting at 5:02PM. Motion unseconded.

ATTEST: _____ President

Clerk: _____

I hereby certify that I accurately transcribed the forgoing minutes and furnished copies to the executive officers, the board clerk and all board members prior to this meeting, but the original of the same was retained at all times in the administrative office of the School District and that the provisions of the 1977 Open Meeting Law (Title 25, Section 201-314 of Oklahoma Statutes) were adhered to.

Approved: _____

Secretary: _____

Shawnee Public Schools - Statement of Financial Activity

	General	CooP Funds	Building	Bond Funds	Sinking Funds	Gift Funds	Insurance Funds	Total
Beginning Balance 04/01/2026	$ 7,914,365.56	$ (5,362.00)	$ 2,011,620.55	$ 1,463,520.75	$ 4,597,127.31	$ 800,920.18	$ 1,383,159.67	$ 18,165,352.02
								$ -
Receipts - Local Revenue	$ 378,351.54	$ -	$ 111,168.31	$ -	$ 223,090.58	$ 1,673.62	$ -	$ 714,284.05
Receipts - Intermediate Revenue	$ 46,124.76	$ -	$ -	$ -	$ -	$ -	$ -	$ 46,124.76
Receipts - State Revenue	$ 2,400,950.26	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,400,950.26
Receipts - Federal Revenue	$ 1,030,482.99	$ 2,279.73	$ -	$ -	$ -	$ -	$ -	$ 1,032,762.72
Receipts - Misc Revenue/Adjusting Entries	$ -	$ -	$ -	$ 80,400.00	$ -	$ -	$ -	$ 80,400.00
Total Receipts	$ 3,855,909.55	$ 2,279.73	$ 111,168.31	$ 80,400.00	$ 223,090.58	$ 1,673.62	$ -	$ 22,439,873.81
Disbursements - FY 25 Checks Paid	$ -	$ -	$ -		$ -	$ -	$ -	$ -
Disbursements - FY 26 Checks Paid	$ 3,881,304.49	$ 10,664.95	$ 238,439.89	$ 15,931.20	$ 4,654,706.25	$ 1,177.11	$ -	$ 8,802,223.89
Total Disbursements	$ 3,881,304.49	$ 10,664.95	$ 238,439.89	$ 15,931.20	$ 4,654,706.25	$ 1,177.11	$ -	$ 8,802,223.89
Adjusting Entries - Deposit In Transit								
Adjusting Entries - Interest								
Ending Cash Balance 05/31/2026	$ 7,888,970.62	$ (13,747.22)	$ 1,884,348.97	$ 1,527,989.55	$ 165,511.64	$ 801,416.69	$ 1,383,159.67	**$ 13,637,649.92**
Outstanding Checks - FY 25	$ 2,221.57	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,221.57
Outstanding Checks - FY 26	$ 4,076,941.91	$ -	$ 57,655.03	$ -	$ -	$ -	$ -	$ 4,134,596.94
Book End Balance (UNAUDITED)	$ 3,809,807.14	$ (13,747.22)	$ 1,826,693.94	$ 1,527,989.55	$ 165,511.64	$ 801,416.69	$ 1,383,159.67	$ 9,500,831.41
FY 26 Estimated Ending Revenue	$ 41,904,510.00	$ -	$ 7,049,462.84					
FY 26 Encumbrances	$ 38,536,015.00		$ 4,264,647.00					
Estimated FY 26 Fund Balance	$ 3,368,495.00		$ 2,784,815.84					

Shawnee Public Schools

Payment Clearing Register

Options: Fund: Governmental Funds, Show Detail: Yes, Date Range: 5/1/2026 - 5/31/2026, Account: All, Status: All

Clearing No	Date	Account No	Account Type	Amount	Status
	Year Fund	Payment No	Amount		
208	5/1/2026	101	AC	$33,126.30	Posted
	2026 11	6908	$16,011.91		
	2026 11	6884	$2,055.00		
	2026 11	6896	$2,722.04		
	2026 11	6290	$751.68		
	2026 11	6921	$7,093.69		
	2026 11	6915	$1,786.86		
	2026 11	6916	$278.28		
		2026 11 Total	$30,699.46		
	2026 21	657	$2,126.25		
	2026 21	616	$49.71		
	2026 21	658	$250.88		
		2026 21 Total	$2,426.84		
209	5/4/2026	101	AC	$6,481.18	Posted
	2026 11	6926	$366.96		
	2026 11	6922	$1,657.91		
	2026 11	6914	$304.33		
	2026 11	6913	$1,159.84		
	2026 11	6917	$2,992.14		
		2026 11 Total	$6,481.18		
210	5/5/2026	101	AC	$9,216.43	Posted
	2026 11	6923	$4,494.58		
	2026 11	6885	$1,115.00		
	2026 11	6295	$425.00		
	2026 11	6902	$1,063.97		
		2026 11 Total	$7,098.55		
	2026 21	659	$752.88		
	2026 21	595	$1,365.00		
		2026 21 Total	$2,117.88		
211	5/6/2026	101	AC	$56,900.23	Posted
	2026 11	6925	$765.00		
	2026 11	6924	$2,185.27		
	2026 11	6919	$2,608.08		
	2026 11	6873	$225.00		
	2026 11	6956	$2,694.25		
	2026 11	6920	$330.00		
		2026 11 Total	$8,807.60		
	2026 21	660	$206.69		
	2026 21	673	$47,885.94		
		2026 21 Total	$48,092.63		
212	5/7/2026	101	AC	$53,903.97	Posted
	2026 11	6868	$292.39		
	2026 11	6931	$8,252.59		
	2026 11	6938	$13,467.51		
	2026 11	6928	$6,659.48		
	2026 11	6958	$1,254.45		
	2026 11	6959	$1,277.39		

Shawnee Public Schools

Payment Clearing Register

Options: Fund: Governmental Funds, Show Detail: Yes, Date Range: 5/1/2026 - 5/31/2026, Account: All, Status: All

Clearing No	Date	Account No	Account Type	Amount	Status
	Year Fund	Payment No	Amount		
	2026 11 Total		$31,203.81		
	2026 21	662	$13,374.14		
	2026 21	661	$622.33		
	2026 21	663	$4,588.73		
	2026 21	670	$2,937.85		
	2026 21 Total		$21,523.05		
	2026 81	52	$1,177.11		
	2026 81 Total		$1,177.11		
213	5/8/2026	101	AC	$40,609.53	Posted
	2026 11	6962	$309.95		
	2026 11	6942	$33.39		
	2026 11	6927	$1,575.00		
	2026 11	6947	$511.09		
	2026 11 Total		$2,429.43		
	2026 21	669	$37,486.55		
	2026 21	668	$262.80		
	2026 21	675	$430.75		
	2026 21 Total		$38,180.10		
214	5/11/2026	101	AC	$63,364.36	Posted
	2026 11	6954	$167.72		
	2026 11	6950	$105.68		
	2026 11	6949	$7,552.35		
	2026 11	6946	$135.72		
	2026 11	6943	$441.13		
	2026 11	6940	$1,068.00		
	2026 11	6936	$201.39		
	2026 11	6932	$36,615.04		
	2026 11	6930	$2,040.00		
	2026 11	6918	$13,196.99		
	2026 11	6911	$64.24		
	2026 11	6933	$206.25		
	2026 11 Total		$61,794.51		
	2026 21	674	$884.85		
	2026 21	672	$685.00		
	2026 21 Total		$1,569.85		
215	5/12/2026	101	AC	$36,991.32	Posted
	2026 11	6961	$1,169.42		
	2026 11	6960	$4,800.00		
	2026 11	6951	$100.00		
	2026 11	6945	$8,693.25		
	2026 11	6937	$177.54		
	2026 11	6929	$4,605.25		
	2026 11	6952	$520.87		
	2026 11	6965	$290.00		
	2026 11 Total		$20,356.33		
	2026 21	671	$90.00		
	2026 21	666	$613.79		

Shawnee Public Schools

Payment Clearing Register

Options: Fund: Governmental Funds, Show Detail: Yes, Date Range: 5/1/2026 - 5/31/2026, Account: All, Status: All

Clearing No	Date	Year	Fund	Account No / Payment No	Account Type / Amount	Amount	Status
			2026	21 Total	$703.79		
		2026	33	34	$15,931.20		
			2026	33 Total	$15,931.20		
216	5/13/2026			101	AC	$270.29	Posted
		2026	11	6944	$86.35		
			2026	11 Total	$86.35		
		2026	21	665	$80.82		
		2026	21	664	$103.12		
			2026	21 Total	$183.94		
217	5/14/2026			101	AC	$19,033.12	Posted
		2026	11	6941	$12,129.85		
		2026	11	6874	$25.02		
		2026	11	6148	$29.19		
		2026	11	6934	$100.00		
		2026	11	7574	$3,235.75		
		2026	11	7567	$150.00		
		2026	11	6948	$2,000.00		
			2026	11 Total	$17,669.81		
		2026	21	667	$1,099.40		
		2026	21	676	$263.91		
			2026	21 Total	$1,363.31		
218	5/15/2026			101	AC	$58,665.30	Posted
		2026	11	6963	$3,133.03		
		2026	11	6955	$90.00		
		2026	11	6935	$891.00		
		2026	11	7535	$6,528.02		
		2026	11	7546	$7,871.00		
		2026	11	7563	$1,061.58		
		2026	11	7534	$883.11		
		2026	11	7559	$676.25		
		2026	11	6966	$60.90		
			2026	11 Total	$21,194.89		
		2026	21	713	$34,500.00		
		2026	21	704	$40.66		
		2026	21	709	$1,121.21		
		2026	21	707	$923.52		
		2026	21	703	$9.99		
		2026	21	711	$77.15		
		2026	21	712	$420.90		
		2026	21	710	$376.98		
			2026	21 Total	$37,470.41		
219	5/18/2026			101	AC	$12,655.47	Posted
		2026	11	7557	$90.00		
		2026	11	7551	$750.00		
		2026	11	7537	$10,009.63		
		2026	11	6964	$167.72		
		2026	11	6256	$453.20		

Shawnee Public Schools

Payment Clearing Register

Options: Fund: Governmental Funds, Show Detail: Yes, Date Range: 5/1/2026 - 5/31/2026, Account: All, Status: All

Clearing No	Date	Account No	Account Type	Amount	Status
	Year Fund	Payment No	Amount		
	2026 11	5527	$98.60		
	2026 11	3803	$230.87		
	2026 11	7553	$146.14		
	2026 11	7544	$57.24		
	2026 11 Total		$12,003.40		
	2026 21	708	$281.55		
	2026 21	700	$370.52		
	2026 21 Total		$652.07		
220	5/19/2026	101	AC	$57,302.89	Posted
	2026 11	7573	$1,224.59		
	2026 11	7566	$250.00		
	2026 11	7562	$3,174.21		
	2026 11	7558	$14,793.75		
	2026 11	7549	$160.00		
	2026 11	7548	$30,658.63		
	2026 11	7541	$126.00		
	2026 11	7536	$68.74		
	2026 11	6939	$1,344.64		
	2026 11	7564	$160.00		
	2026 11	7561	$600.00		
	2026 11	6953	$377.06		
	2026 11	7571	$160.00		
	2026 11	7560	$160.00		
	2026 11 Total		$53,257.62		
	2026 21	706	$1,606.24		
	2026 21	705	$2,439.03		
	2026 21 Total		$4,045.27		
221	5/20/2026	101	AC	$1,977,062.50	Posted
	2026 11	7555	$226.01		
	2026 11	7554	$800.00		
	2026 11	7547	$171.77		
	2026 11	7550	$160.00		
	2026 11	7506	$122,788.53		
	2026 11	7507	$286,016.30		
	2026 11	7510	$1,484,473.22		
	2026 11	8126	$66.70		
	2026 11	7565	$34,070.00		
	2026 11	8125	$402.62		
	2026 11	7575	$320.00		
	2026 11 Total		$1,929,495.15		
	2026 21	692	$3,140.46		
	2026 21	693	$7,351.74		
	2026 21	695	$37,075.15		
	2026 21 Total		$47,567.35		
222	5/21/2026	101	AC	$406,715.64	Posted
	2026 11	7556	$150.00		
	2026 11	7552	$2,945.91		

Shawnee Public Schools

Payment Clearing Register

Options: Fund: Governmental Funds, Show Detail: Yes, Date Range: 5/1/2026 - 5/31/2026, Account: All, Status: All

Clearing No	Date	Account No	Account Type	Amount	Status
	Year Fund	Payment No	Amount		
	2026 11	7540	$148.00		
	2026 11	7539	$134.82		
	2026 11	8119	$116,081.16		
	2026 11	8120	$273,553.82		
	2026 11	8128	$66.70		
	2026 11	8131	$1,450.00		
	2026 11 Total		$394,530.41		
	2026 21	702	$505.00		
	2026 21	701	$950.00		
	2026 21	743	$3,240.89		
	2026 21	744	$7,489.34		
	2026 21 Total		$12,185.23		
223	5/22/2026	101	AC	$515,572.87	Posted
	2026 11	8137	$405.00		
	2026 11	7569	$2,696.17		
	2026 11	7568	$1,875.00		
	2026 11	7545	$214.38		
	2026 11	7543	$12,185.56		
	2026 11	5343	$203.00		
	2026 11	4628	$224.75		
	2026 11	8617	$102,575.13		
	2026 11	8618	$244,854.14		
	2026 11	7518	$54,118.00		
	2026 11	8123	$51,418.00		
	2026 11	7538	$20,463.99		
	2026 11	8134	$5,475.81		
	2026 11	8132	$1,604.22		
	2026 11	7501	$1,160.00		
	2026 11	8135	$1,091.35		
	2026 11	8130	$73.95		
	2026 11	7526	$10,628.00		
	2026 11	7525	$210.00		
	2026 11 Total		$511,476.45		
	2026 21	697	$1,289.00		
	2026 21	734	$1,327.00		
	2026 21	737	$25.21		
	2026 21	738	$637.35		
	2026 21	740	$817.86		
	2026 21 Total		$4,096.42		
224	5/26/2026	101	AC	$21,766.40	Posted
	2026 11	8149	$424.10		
	2026 11	7515	$939.54		
	2026 11	7498	$252.90		
	2026 11	7057	$377.00		
	2026 11	249	$230.87		
	2026 11	7244	$123.25		
	2026 11	7243	$123.25		

Payment Clearing Register

Options: Fund: Governmental Funds, Show Detail: Yes, Date Range: 5/1/2026 - 5/31/2026, Account: All, Status: All

Clearing No	Date	Account No	Account Type	Amount	Status
	Year Fund	Payment No	Amount		
	2026 11	7499	$11,851.33		
	2026 11	7502	$5,194.14		
	2026 11	8136	$2,026.93		
	2026	11 Total	$21,543.31		
	2026 12	17	$79.75		
	2026	12 Total	$79.75		
	2026 21	742	$143.34		
	2026	21 Total	$143.34		
225	5/27/2026	101	AC	$4,703,052.71	Posted
	2026 11	8147	$50.00		
	2026 11	7533	$249.50		
	2026 11	7528	$69.58		
	2026 11	7527	$383.79		
	2026 11	7524	$50.00		
	2026 11	7523	$650.00		
	2026 11	7517	$225.00		
	2026 11	7511	$115.60		
	2026 11	7497	$39.00		
	2026 11	3924	$230.87		
	2026 11	8146	$168.25		
	2026 11	309	$230.87		
	2026 11	8628	$45,264.00		
	2026	11 Total	$47,726.46		
	2026 21	696	$30.00		
	2026 21	691	$590.00		
	2026	21 Total	$620.00		
	2026 41	2	$4,654,706.25		
	2026	41 Total	$4,654,706.25		
226	5/28/2026	101	AC	$357,268.29	Posted
	2026 11	8148	$200.00		
	2026 11	8141	$187.75		
	2026 11	8133	$1,489.75		
	2026 11	7514	$50.00		
	2026 11	7508	$411.33		
	2026 11	7503	$100.00		
	2026 11	3879	$230.87		
	2026 11	377	$230.87		
	2026 11	7529	$306,370.72		
	2026 11	7500	$34,989.01		
	2026 11	7530	$6,701.54		
	2026 11	8142	$684.00		
	2026	11 Total	$351,645.84		
	2026 21	698	$4,733.36		
	2026 21	690	$748.84		
	2026 21	699	$140.25		
	2026	21 Total	$5,622.45		
227	5/29/2026	101	AC	$372,265.09	Posted

Shawnee Public Schools

Payment Clearing Register

Options: Fund: Governmental Funds, Show Detail: Yes, Date Range: 5/1/2026 - 5/31/2026, Account: All, Status: All

Clearing No	Date		Account No	Account Type	Amount	Status
	Year	Fund	Payment No	Amount		
	2026	11	8145	$151.50		
	2026	11	8140	$12,032.13		
	2026	11	8139	$915.00		
	2026	11	7570	$6,367.50		
	2026	11	7542	$18,758.32		
	2026	11	7531	$187.00		
	2026	11	7509	$312,792.48		
	2026	11	7505	$600.00		
		2026	11 Total	$351,803.93		
	2026	12	18	$10,585.20		
		2026	12 Total	$10,585.20		
	2026	21	694	$9,875.96		
		2026	21 Total	$9,875.96		

Year and Fund Totals:

2026	11	$3,881,304.49
2026	12	$10,664.95
2026	21	$238,439.89
2026	33	$15,931.20
2026	41	$4,654,706.25
2026	81	$1,177.11

Total Payment Clearing Posted = $8,802,223.89

Total Payment Clearing Not Posted = $0.00

Shawnee Public Schools

Receipt Analysis

Options: Date Range: 5/1/2026 - 5/31/2026

Year	Receipt No	Date	Received From	Amount
1110 AD VALOREM TAX LEVY (CURRENT)				
2026	598	5/1/2026	POTT CO	$312,194.76
2026	598	5/1/2026	POTT CO	$44,561.36
2026	598	5/1/2026	POTT CO	$211,312.79
			1110 AD VALOREM TAX LEVY (CURRENT) Total	**$568,068.91**
1120 AD VALOREM TAX LEVY (PR.YRS)				
2026	598	5/1/2026	POTT CO	$9,128.48
2026	598	5/1/2026	POTT CO	$1,302.96
2026	598	5/1/2026	POTT CO	$6,476.68
			1120 AD VALOREM TAX LEVY (PR.YRS) Total	**$16,908.12**
1130 REVENUE IN LIEU OF TAXES				
2026	598	5/1/2026	POTT CO	$7,831.90
2026	598	5/1/2026	POTT CO	$1,117.90
2026	598	5/1/2026	POTT CO	$5,301.11
			1130 REVENUE IN LIEU OF TAXES Total	**$14,250.91**
1310 INTEREST EARNINGS				
2026	705	5/31/2026	FIRST UNITED - INTEREST - MAY	$64,186.09
			1310 INTEREST EARNINGS Total	**$64,186.09**
1350 INTEREST ON TAXES				
2026	598	5/1/2026	POTT CO	$5,317.20
			1350 INTEREST ON TAXES Total	**$5,317.20**
1410 RENTAL OF SCHOOL FACILITIES				
2026	614	5/8/2026	UNIV OF OK HEALTH SCI CENTER - RECHARGE OK PROJECT	$1,000.00
2026	627	5/12/2026	AONISTY PARKS - DREAM CATCHERS DANCE - PAAC RENTAL	$1,000.00
2026	697	5/26/2026	KRISTI GIBSON - GRACE DANCE CENTER - PAAC RENTAL	$1,250.00
			1410 RENTAL OF SCHOOL FACILITIES Total	**$3,250.00**
1440 SALES OF EQUIP,SERV,& MATERIAL				
2026	617	5/11/2026	MSB - MACBOOKS	$875.00
2026	623	5/11/2026	SANDRA BRADLEY - MACBOOK	$175.00
2026	625	5/11/2026	CHRSTINA TORIX - MACBOOK	$225.00
2026	629	5/12/2026	VICTORIA CROWDER - MACBOOK	$225.00
2026	630	5/12/2026	HANNAH JEFF - MACBOOK	$175.00
2026	631	5/13/2026	MSB - MACBOOKS	$175.00
2026	631	5/13/2026	MSB - MACBOOKS	$175.00
2026	633	5/13/2026	VICTORIA DAVENPORT - MACBOOK	$175.00
2026	634	5/13/2026	CASSIE FLORA - MACBOOK	$175.00
2026	635	5/13/2026	MACKENZIE OGDEN - MACBOOK	$175.00
2026	651	5/18/2026	MSB - MACBOOKS	$175.00
2026	651	5/18/2026	MSB - MACBOOKS	$175.00
2026	651	5/18/2026	MSB - MACBOOKS	$175.00
2026	651	5/18/2026	MSB - MACBOOKS	$175.00
2026	654	5/18/2026	ANNA MEADOWS - MACBOOK	$175.00
2026	655	5/18/2026	LAURIN MARTIN - MACBOOK	$175.00
2026	658	5/18/2026	JULIE GOODNIGHT - MACBOOK	$175.00
2026	659	5/18/2026	REBECCA BARRY - MACBOOK	$175.00
2026	664	5/19/2026	LARRA MORRIS - MACBOOK	$175.00
2026	666	5/19/2026	JULIE MOORE - MACBOOK	$175.00
2026	667	5/19/2026	STEPHANIE GRAGG - MACBOOK	$175.00
2026	669	5/20/2026	MSB - MACBOOKS	$175.00
2026	671	5/20/2026	MACBOOK PURCHASES - VARIOUS EMPLOYEES	$1,575.00
2026	672	5/20/2026	MACBOOK PURCHASES - VARIOUS EMPLOYEES/DONATIOIN	$1,150.00
2026	673	5/21/2026	MSB - MACBOOKS	$225.00
2026	675	5/21/2026	MACBOOK PURCHASES - VARIOUS EMPLOYEES	$1,750.00
2026	676	5/21/2026	LUKE BROWN - MACBOOK/DONATION	$175.00
2026	677	5/21/2026	MACBOOK PURCHASES - VARIOUS EMPLOYEES/DONATIOIN	$1,225.00
2026	680	5/22/2026	MSB - MACBOOKS	$700.00
2026	688	5/22/2026	MACBOOK PURCHASES - VARIOUS EMPLOYEES/DONATIOIN	$5,905.00
2026	689	5/22/2026	MARNIE TIDWELL - MACBOOK	$175.00

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Year	Receipt No	Date	Received From	Amount
2026	691	5/26/2026	MSB - MACBOOKS	$1,500.00
2026	691	5/26/2026	MSB - MACBOOKS	$1,500.00
2026	700	5/27/2026	CONNIE WALKER - MACBOOK	$175.00
			1440 SALES OF EQUIP,SERV,& MATERIAL Total	**$20,705.00**
1590 MISCELLANEOUS REIMBURSEMENTS				
2026	607	5/5/2026	LOWE'S - '25 REBATE	$1,174.70
2026	661	5/19/2026	ARVEST CREDIT CARD	$447.22
2026	661	5/19/2026	ARVEST CREDIT CARD	$6.70
			1590 MISCELLANEOUS REIMBURSEMENTS Total	**$1,628.62**
1610 CONTRIBUTIONS/DONATIONS-PRIV.				
2026	672	5/20/2026	MACBOOK PURCHASES - VARIOUS EMPLOYEES/DONATIOIN	$5.00
2026	676	5/21/2026	LUKE BROWN - MACBOOK/DONATION	$5.00
2026	677	5/21/2026	MACBOOK PURCHASES - VARIOUS EMPLOYEES/DONATIOIN	$5.00
2026	688	5/22/2026	MACBOOK PURCHASES - VARIOUS EMPLOYEES/DONATIOIN	$30.00
			1610 CONTRIBUTIONS/DONATIONS-PRIV. Total	**$45.00**
1620 COMMUNITY SERVICES				
2026	601	5/1/2026	JOSHUA CHISM - SPS PUP PACK - DAYCARE	$654.00
2026	657	5/18/2026	JAMES & ALEXANDRA WATKINS - SPS PUP PACK - DAYCARE	$654.00
2026	665	5/19/2026	JOSHUA CHISM - SPS PUP PACK - DAYCARE	$654.00
2026	679	5/22/2026	SPS PUP PACK - DAYCARE - VARIOUS EMPLOYEES	$10,628.00
			1620 COMMUNITY SERVICES Total	**$12,590.00**
1680 REFUND PRIOR YR EXPENDITURES				
2026	647	5/15/2026	UNITED STATES TREASURY - REFUND	$315.33
			1680 REFUND PRIOR YR EXPENDITURES Total	**$315.33**
1710 STUDENTS' LUNCHES				
2026	602	5/1/2026	CN - D SEEBECK	$2.25
2026	603	5/4/2026	MSB - HS	$15.00
2026	604	5/4/2026	CN - D SEEBECK	$0.25
2026	606	5/5/2026	CN - D SEEBECK	$1.00
2026	608	5/6/2026	CN - D SEEBECK	$3.00
2026	612	5/7/2026	CN - D SEEBECK	$2.00
2026	616	5/11/2026	MSB - HS	$20.00
2026	622	5/11/2026	CN - D SEEBECK	$4.17
2026	632	5/13/2026	CN - D SEEBECK	$1.00
2026	632	5/13/2026	CN - D SEEBECK	$20.00
2026	646	5/14/2026	CN - D SEEBECK	$1.00
2026	648	5/15/2026	CN - D SEEBECK	$13.50
2026	648	5/15/2026	CN - D SEEBECK	$1.00
2026	650	5/18/2026	MSB - HS, HM	$55.00
2026	656	5/18/2026	CN - D SEEBECK	$4.00
2026	663	5/19/2026	CN - D SEEBECK	$5.45
2026	674	5/21/2026	CN - D SEEBECK	$2.25
			1710 STUDENTS' LUNCHES Total	**$150.87**
1720 A LA CARTE OR CATERING REVENUE				
2026	602	5/1/2026	CN - D SEEBECK	$32.00
2026	602	5/1/2026	CN - D SEEBECK	$51.30
2026	604	5/4/2026	CN - D SEEBECK	$2.00
2026	604	5/4/2026	CN - D SEEBECK	$37.75
2026	604	5/4/2026	CN - D SEEBECK	$2.00
2026	604	5/4/2026	CN - D SEEBECK	$8.25
2026	606	5/5/2026	CN - D SEEBECK	$19.00
2026	606	5/5/2026	CN - D SEEBECK	$48.10
2026	608	5/6/2026	CN - D SEEBECK	$50.75
2026	608	5/6/2026	CN - D SEEBECK	$41.50
2026	612	5/7/2026	CN - D SEEBECK	$40.00
2026	612	5/7/2026	CN - D SEEBECK	$27.00
2026	615	5/8/2026	CN - D SEEBECK	$33.00
2026	622	5/11/2026	CN - D SEEBECK	$10.00

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	Year	Receipt No	Date	Received From		Amount
	2026	622	5/11/2026	CN - D SEEBECK		$37.25
	2026	622	5/11/2026	CN - D SEEBECK		$4.00
	2026	622	5/11/2026	CN - D SEEBECK		$28.00
	2026	626	5/12/2026	CN - D SEEBECK		$47.25
	2026	632	5/13/2026	CN - D SEEBECK		$22.25
	2026	632	5/13/2026	CN - D SEEBECK		$43.75
	2026	632	5/13/2026	CN - D SEEBECK		$25.00
	2026	646	5/14/2026	CN - D SEEBECK		$44.25
	2026	646	5/14/2026	CN - D SEEBECK		$34.95
	2026	648	5/15/2026	CN - D SEEBECK		$28.50
	2026	648	5/15/2026	CN - D SEEBECK		$55.10
	2026	656	5/18/2026	CN - D SEEBECK		$22.50
	2026	656	5/18/2026	CN - D SEEBECK		$30.00
	2026	663	5/19/2026	CN - D SEEBECK		$15.00
	2026	663	5/19/2026	CN - D SEEBECK		$28.00
	2026	668	5/20/2026	CN - D SEEBECK		$18.00
	2026	668	5/20/2026	CN - D SEEBECK		$8.50
	2026	674	5/21/2026	CN - D SEEBECK		$10.25
	2026	674	5/21/2026	CN - D SEEBECK		$30.25
	2026	678	5/22/2026	CN - D SEEBECK		$4.50
	2026	678	5/22/2026	CN - D SEEBECK		$51.00
					1720 A LA CARTE OR CATERING REVENUE Total	**$990.95**
1730 ADULT LUNCHES/BREAKFASTS						
	2026	602	5/1/2026	CN - D SEEBECK		$5.15
	2026	602	5/1/2026	CN - D SEEBECK		$15.45
	2026	604	5/4/2026	CN - D SEEBECK		$25.00
	2026	604	5/4/2026	CN - D SEEBECK		$25.75
	2026	604	5/4/2026	CN - D SEEBECK		$11.50
	2026	606	5/5/2026	CN - D SEEBECK		$93.70
	2026	608	5/6/2026	CN - D SEEBECK		$8.00
	2026	608	5/6/2026	CN - D SEEBECK		$5.15
	2026	612	5/7/2026	CN - D SEEBECK		$5.15
	2026	612	5/7/2026	CN - D SEEBECK		$5.15
	2026	615	5/8/2026	CN - D SEEBECK		$5.15
	2026	622	5/11/2026	CN - D SEEBECK		$5.15
	2026	622	5/11/2026	CN - D SEEBECK		$30.30
	2026	626	5/12/2026	CN - D SEEBECK		$15.45
	2026	632	5/13/2026	CN - D SEEBECK		$20.60
	2026	632	5/13/2026	CN - D SEEBECK		$25.90
	2026	632	5/13/2026	CN - D SEEBECK		$5.15
	2026	632	5/13/2026	CN - D SEEBECK		$8.05
	2026	646	5/14/2026	CN - D SEEBECK		$5.15
	2026	646	5/14/2026	CN - D SEEBECK		$1.90
	2026	646	5/14/2026	CN - D SEEBECK		$6.00
	2026	646	5/14/2026	CN - D SEEBECK		$5.15
	2026	648	5/15/2026	CN - D SEEBECK		$8.10
	2026	648	5/15/2026	CN - D SEEBECK		$20.30
	2026	650	5/18/2026	MSB - HS, HM		$35.00
	2026	656	5/18/2026	CN - D SEEBECK		$5.15
	2026	656	5/18/2026	CN - D SEEBECK		$10.30
	2026	663	5/19/2026	CN - D SEEBECK		$16.00
	2026	663	5/19/2026	CN - D SEEBECK		$5.15
	2026	663	5/19/2026	CN - D SEEBECK		$16.05
	2026	668	5/20/2026	CN - D SEEBECK		$27.75
	2026	668	5/20/2026	CN - D SEEBECK		$9.25
	2026	668	5/20/2026	CN - D SEEBECK		$5.15
	2026	668	5/20/2026	CN - D SEEBECK		$10.30
	2026	668	5/20/2026	CN - D SEEBECK		$20.60

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2026	674	5/21/2026	CN - D SEEBECK	$5.15
2026	674	5/21/2026	CN - D SEEBECK	$12.65
2026	678	5/22/2026	CN - D SEEBECK	$5.15
2026	678	5/22/2026	CN - D SEEBECK	$7.75
2026	690	5/26/2026	MSB - WR	$10.00
			1730 ADULT LUNCHES/BREAKFASTS Total	**$563.75**
1760 CONTRACT LUNCHES, BREAK., MILK				
2026	609	5/6/2026	SPS - PUP PACK MEALS	$2,694.25
			1760 CONTRACT LUNCHES, BREAK., MILK Total	**$2,694.25**
1790 OTHER DIST.REVENUE (CHILD NUT)				
2026	610	5/6/2026	CSM/COST SOLUTIONS - REBATE	$1,759.77
2026	628	5/12/2026	CSM/COST SOLUTIONS - REBATE	$198.57
2026	628	5/12/2026	CSM/COST SOLUTIONS - REBATE	$68.56
2026	628	5/12/2026	CSM/COST SOLUTIONS - REBATE	$93.26
2026	628	5/12/2026	CSM/COST SOLUTIONS - REBATE	$82.01
2026	628	5/12/2026	CSM/COST SOLUTIONS - REBATE	$130.52
2026	628	5/12/2026	CSM/COST SOLUTIONS - REBATE	$71.77
2026	628	5/12/2026	CSM/COST SOLUTIONS - REBATE	$214.59
			1790 OTHER DIST.REVENUE (CHILD NUT) Total	**$2,619.05**
2100 COUNTY 4 MILL AD VALOREM TAX				
2026	598	5/1/2026	POTT CO	$34,020.37
			2100 COUNTY 4 MILL AD VALOREM TAX Total	**$34,020.37**
2200 COUNTY APPORT.(MORTGAGE TAX)				
2026	598	5/1/2026	POTT CO	$12,104.39
			2200 COUNTY APPORT.(MORTGAGE TAX) Total	**$12,104.39**
3110 GROSS PRODUCTION TAX				
2026	618	5/11/2026	OTC	$5,720.65
			3110 GROSS PRODUCTION TAX Total	**$5,720.65**
3120 MOTOR VEHICLE COLLECTIONS				
2026	618	5/11/2026	OTC	$122,289.23
			3120 MOTOR VEHICLE COLLECTIONS Total	**$122,289.23**
3130 RURAL ELECTRIC COOP.TAX				
2026	618	5/11/2026	OTC	$151.46
			3130 RURAL ELECTRIC COOP.TAX Total	**$151.46**
3140 STATE SCHOOL LAND EARNINGS				
2026	681	5/22/2026	COL - SCHOOL LAND EARNINGS	$37,861.33
			3140 STATE SCHOOL LAND EARNINGS Total	**$37,861.33**
3150 VEHICLE TAX STAMPS				
2026	598	5/1/2026	POTT CO	$475.37
			3150 VEHICLE TAX STAMPS Total	**$475.37**
3210 FOUNDATION AND SALARY INCEN.				
2026	636	5/14/2026	OSDE - FOUNDATION & SALARY INCENTIVE AID	$1,760,948.13
			3210 FOUNDATION AND SALARY INCEN. Total	**$1,760,948.13**
3250 EDUCATION FLEX.BENEFIT ALLOW.				
2026	637	5/14/2026	OSDE - CERT HEALTH ALLOW - 334	$216,059.20
2026	638	5/14/2026	OSDE - SUPPORT HEALTH ALLOW - 335	$107,039.80
2026	639	5/14/2026	OSDE - CERT HEALTH ALLOW IN LIEU OF FBA - 331	$4,043.18
2026	640	5/14/2026	OSDE - SUPPORT HEALTH ALLOW IN LIEU OF FBA - 332	$20,600.33
			3250 EDUCATION FLEX.BENEFIT ALLOW. Total	**$347,742.51**
3310 ALTERNATIVE AND HIGH CHALLENGE				
2026	642	5/14/2026	OSDE - ALT ED - 388	$28,325.93
			3310 ALTERNATIVE AND HIGH CHALLENGE Total	**$28,325.93**
3413 .				
2026	645	5/14/2026	OK ST REGENTS FOR HIGHER ED-INSPIRED 2 TEACH-RS	$4,000.00
2026	662	5/19/2026	OK ST REGENTS FOR HIGHER ED - INS2TEACH - NM/EC	$4,000.00
2026	662	5/19/2026	OK ST REGENTS FOR HIGHER ED - INS2TEACH - NM/EC	$4,000.00
2026	702	5/29/2026	OK ST REGENTS FOR HIGHER ED - INS2TEACH - HM	$4,000.00
			3413 . Total	**$16,000.00**

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3420 STATE TEXTBOOK				
2026	643	5/14/2026	OSDE - TEXTBOOKS - 333	$20,762.53
			3420 STATE TEXTBOOK Total	**$20,762.53**
3690 MISC. SOURCES OF STATE REVENUE				
2026	641	5/14/2026	OSDE - ACE TECHNOLOGY - 361	$14,637.00
			3690 MISC. SOURCES OF STATE REVENUE Total	**$14,637.00**
3720 STATE MATCHING				
2026	649	5/15/2026	OSDE - STATE LUNCH MATCHING 385	$9,773.12
			3720 STATE MATCHING Total	**$9,773.12**
3811 COMP. HS VOC. SALARY REIM.				
2026	692	5/26/2026	STATE OF OK - CAREER & TECH ED-4TH QRT 411/412	$14,260.00
			3811 COMP. HS VOC. SALARY REIM. Total	**$14,260.00**
3812 VOC. PROG. INCENTIVE ASSIST.				
2026	692	5/26/2026	STATE OF OK - CAREER & TECH ED-4TH QRT 411/412	$22,003.00
			3812 VOC. PROG. INCENTIVE ASSIST. Total	**$22,003.00**
4130 TITLE VII- IMPACT AID				
2026	611	5/7/2026	DOEP TREAS - TITLE VII - IMPACT AID - 591	$12,535.00
2026	660	5/19/2026	DOEP TREAS - TITLE VII-IMPACT AID-591/592-DISABLED	$65,680.00
2026	660	5/19/2026	DOEP TREAS - TITLE VII-IMPACT AID-591/592-DISABLED	$1,405.00
			4130 TITLE VII- IMPACT AID Total	**$79,620.00**
4210 TITLE I-BASIC PROGRAM				
2026	599	5/1/2026	OSDE - TITLE I SCHOOL IMPROVEMENT - 515	$3,482.06
2026	599	5/1/2026	OSDE - TITLE I SCHOOL IMPROVEMENT - 515	$5,757.94
2026	619	5/11/2026	OSDE - TITLE I LEA'S - 511	$262,411.88
2026	682	5/22/2026	OSDE - TITLE I LEA'S - 511	$154,279.20
			4210 TITLE I-BASIC PROGRAM Total	**$425,931.08**
4271 TITLE II PART A,TEACHER & PRIN				
2026	620	5/11/2026	OSDE - TITLE II PART A - 541	$2,534.66
			4271 TITLE II PART A,TEACHER & PRIN Total	**$2,534.66**
4281 TITLE III-PART A ENGLISH LANG.				
2026	684	5/22/2026	OSDE - ENGLISH LANG ACQ LEAs - 572	$2,279.73
			4281 TITLE III-PART A ENGLISH LANG. Total	**$2,279.73**
4310 INDIV.WITH DISABIL.IDEA--B				
2026	621	5/11/2026	OSDE - IDEA-B TRANSITION DEVEL - 618	$170.91
2026	652	5/18/2026	OSDE - IDEA-B FLOW THRU - 621	$87,371.55
			4310 INDIV.WITH DISABIL.IDEA--B Total	**$87,542.46**
4340 PRESCHOOL AGES 3-5 IDEA-B				
2026	653	5/18/2026	OSDE - IDEA-B PRE-SCHOOL LEAs - 641	$2,135.17
			4340 PRESCHOOL AGES 3-5 IDEA-B Total	**$2,135.17**
4442 STU SUPP & ACADEMIC ENRICHMENT PRG				
2026	683	5/22/2026	OSDE - TITLE IV LEAs FORMULA - 552	$2,589.24
			4442 STU SUPP & ACADEMIC ENRICHMENT PRG Total	**$2,589.24**
4443 TITLE IV, 21ST CENTURY GRANT				
2026	703	5/29/2026	OSDE - 21st CENTURY CLC - SPECIAL PROJECTS 554	$28,304.86
2026	704	5/29/2026	OSDE - 21st CENTURY CLC - 553	$17,564.49
			4443 TITLE IV, 21ST CENTURY GRANT Total	**$45,869.35**
4470 TITLE VI PART B				
2026	685	5/22/2026	OSDE - TITLE VI PART B - 587	$7,847.59
			4470 TITLE VI PART B Total	**$7,847.59**
4480 TITLE X PART C				
2026	686	5/22/2026	OSDE - HOMELESS CHILDREN & YOUTH - 596	$5,792.22
			4480 TITLE X PART C Total	**$5,792.22**
4580 MEDICAID RESOURCES				
2026	699	5/27/2026	OK HEALTH CARE AUTH - MEDICAID	$17,197.57
			4580 MEDICAID RESOURCES Total	**$17,197.57**
4617 STATE OF OK-REHAB SERVICES				
2026	613	5/7/2026	STATE OF OK - DEPT OF REHABILITATION SERVICES	$53.56
2026	613	5/7/2026	STATE OF OK - DEPT OF REHABILITATION SERVICES	$53.56

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2026	613	5/7/2026	STATE OF OK - DEPT OF REHABILITATION SERVICES	$217.50
2026	624	5/11/2026	STATE OF OK - DEPT OF REHABILITATION SERVICES	$217.50
2026	670	5/20/2026	STATE OF OK - DEPT OF REHABILITATION SERVICES	$217.50
2026	670	5/20/2026	STATE OF OK - DEPT OF REHABILITATION SERVICES	$210.25
2026	696	5/26/2026	STATE OF OK - DEPT OF REHABILITATION SERVICES	$275.50
			4617 STATE OF OK-REHAB SERVICES Total	**$1,245.37**
4689 OTHER MISC. SOURCES OF FED.REV				
2026	600	5/1/2026	OSDE - PROJECT RESPECT LEA - 780	$13,689.42
2026	687	5/22/2026	OSDE - PROJECT RESPECT LEA - 780	$13,480.89
			4689 OTHER MISC. SOURCES OF FED.REV Total	**$27,170.31**
4710 LUNCHES				
2026	693	5/26/2026	OSDE - NAT'L SCH LUNCH - FED - 763	$204,786.09
			4710 LUNCHES Total	**$204,786.09**
4720 BREAKFASTS				
2026	694	5/26/2026	OSDE - SCH BREAKFAST PROG - 764	$77,489.58
			4720 BREAKFASTS Total	**$77,489.58**
4750 CHILD & ADULT CARE FOOD PROG.				
2026	698	5/26/2026	OSDE - CACFP - 769	$4,909.90
2026	698	5/26/2026	OSDE - CACFP - 769	$5,699.61
2026	698	5/26/2026	OSDE - CACFP - 769	$5,645.65
2026	698	5/26/2026	OSDE - CACFP - 769	$176.58
2026	698	5/26/2026	OSDE - CACFP - 769	$5,282.68
			4750 CHILD & ADULT CARE FOOD PROG. Total	**$21,714.42**
4760 Fresh Fruit/Vegetable Program				
2026	695	5/26/2026	OSDE - FRESH FRUIT/VEG - MAY	$918.28
2026	695	5/26/2026	OSDE - FRESH FRUIT/VEG - MAY	$836.65
2026	695	5/26/2026	OSDE - FRESH FRUIT/VEG - MAY	$585.43
2026	695	5/26/2026	OSDE - FRESH FRUIT/VEG - MAY	$826.45
2026	695	5/26/2026	OSDE - FRESH FRUIT/VEG - MAY	$803.50
			4760 Fresh Fruit/Vegetable Program Total	**$3,970.31**
4821 EQUALIZATION (CARL PERKINS)				
2026	644	5/14/2026	STATE OF OK - CP/HS - 421	$17,047.57
			4821 EQUALIZATION (CARL PERKINS) Total	**$17,047.57**
5112 PROCEEDS FROM ORIG.BONDS SALE				
2026	605	5/4/2026	BANK OF OKLAHOMA - 2026 BUILDING BOND FUND/36	$80,400.00
			5112 PROCEEDS FROM ORIG.BONDS SALE Total	**$80,400.00**
			Receipts Total	**$4,274,521.79**

Shawnee Public Schools

Payment Register

Options: Year: 2025-2026, Fund Account: 2024 LR Bond, Date Range: 7/1/2025 - 6/30/2026, Payment Range: 70 - 4999, Print Payroll Payments: True, Print Details: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
70	05/08/2026	50595	Tristan M Wyatt		05/08/2026	$1.00	$0.00
71	05/08/2026	50595	Tristan M Wyatt	A			$1.00
72	05/12/2026	13208	DECKER EQUIPMENT INC				$10,139.36
73	05/20/2026	50260	OKIE FREEDOM MECHANICAL LL				$3,164.00
74	06/02/2026	39279	HARDESTY TEAM HVAC				$12,723.00
75	06/02/2026	51021	PERMA-FLOR LLC				$11,075.00
76	06/04/2026	50260	OKIE FREEDOM MECHANICAL LL				$9,500.00
77	06/08/2026	2654	ENDEX				$62,550.00
78	06/11/2026	34116	BURGESS ENGINEERING AND TES				$10,322.00
79	06/11/2026	50852	WYNN CONSTRUCTION CO, INC				$295,319.60
80	06/22/2026	50174	ADIRA LLC				$16,808.00
81	06/22/2026	51239	ARBITRAGE COMPLIANCE SPECIA				$1,300.00
					Non-Payroll Total:		**$432,901.96**
					Payroll Total:		**$0.00**
					Balance Forward:		**$6,053,874.63**
					Total:		**$6,486,776.59**

Shawnee Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 1119 - 49999, Fund(s): GEN FUND-FOR OP

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1119	05/13/2026	51103	Blayke L Brower	Project Resect Summer Scholarship	3,367.32
11	1120	05/14/2026	55	LAKESHORE LEARNING MATERIALS	NonPublic - Prosper	1,600.00
11	1121	05/18/2026	4788	AMAZON	NonPublic - Prosper	450.00
11	1122	05/18/2026	39214	ARVEST BANK	NonPublic - Prosper	2,750.00
11	1123	05/18/2026	37924	REALLY GREAT READING LLC	NonPublic - Prosper	275.00
11	1124	05/18/2026	32176	GOVCONNECTION, INC DBA	UPS for 2nd floor switch rack	796.00
11	1125	05/18/2026	38885	SCHOOL SAFE ID LLC	SAFE ID REPLACEMENT FOR SHS EAST OFFICE	1,014.95
11	1126	05/19/2026	50453	Jarris W Kentle	Project Respect Scholarship	5,009.46
11	1127	05/19/2026	35141	SCIENCE MUSEUM OF OKLAHOMA	553 Summer Program Field Trip OK Science Museum	1,800.00
11	1128	05/19/2026	35141	SCIENCE MUSEUM OF OKLAHOMA	554 Summer Program Field Trip OK Science Museum	1,800.00
11	1129	05/19/2026	2150	PINECLIFF PRINTERS INC	Print Postcards for HEROS Pages Across the Plains	100.00
11	1130	05/19/2026	4788	AMAZON	Mailing labels HERO Pages Across the Plains	40.00
11	1131	05/19/2026	32646	SPS GENERAL FUND	Postage for HEROS Pages Across the Plains	244.00
11	1132	05/22/2026	39214	ARVEST BANK	RECEPTION DESK-CO	2,000.00
11	1133	06/01/2026	39214	ARVEST BANK	SECURITY BARRIERS-HIGH SCHOOL	1,859.00
11	1134	06/02/2026	50063	6-L MECHANICAL	FREEZER REPAIRS	10,000.00
11	1135	06/04/2026	125	DEPT. OF TREASURY	39191 T. Dobbs Fix for 941 Overpayment	-872.77
11	1136	06/04/2026	160	OKLAHOMA TAX COMMISSION	39191 T. Dobbs Fix for 941 Overpayment	-123.00
11	1137	06/08/2026	39214	ARVEST BANK	HOLLAND-OCA MEMBERSHIP	4,000.00
11	1138	06/16/2026	51178	SUSAN R DUECK	NonPublic Para	1,732.50
11	1139	06/23/2026	99080	SHAWNEE PUBLIC SCHOOLS	BILLBACK FROM BF - JANITORIAL & INSURANCE	850,000.00
11	1140	06/25/2026	38650	CMS COMMUNICATIONS	CISCO PHONE EXPANSION MODULE CO RECEPTION	273.00

Non-Payroll Total:	**$888,115.46**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$888,115.46**

Shawnee Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 204 - 2000, Fund(s): BUILDING

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	204	04/17/2026	50260	OKIE FREEDOM MECHANICAL LLC	MAINTENANCE SHS CHILLERS	1,290.00
21	205	04/17/2026	51216	AIR PRODUCTS SUPPLY CORPPRATION	HVAC PARTS & SUPPLIES	571.29
21	206	04/17/2026	38654	BANNER SOLUTIONS	MAINTENANCE SUPPLIES (KEYS/DOORS)	923.52
21	207	04/22/2026	13087	ALLIED ELEVATOR INC	ELEVATOR & LIFT	505.00
21	208	05/07/2026	50742	SOUTH CENTRAL INDUSTRIES INC	SCI - SUMMER JANITORIAL SUPPLIES	3,210.00
21	209	05/12/2026	51126	L&E Paving & Construction	CONCRETE WORK-CO	11,000.00
21	211	05/12/2026	721	WATSON AND SONS LLC	TILE & GROUT CLEANING-HS & SECC	4,275.00
21	212	05/26/2026	39214	ARVEST BANK	MAINTENANCE SUPPLIES	20,000.00
21	213	05/21/2026	126	DEPARTMENT OF TREASURY	Tax Fix	312.51
21	214	05/21/2026	125	DEPT. OF TREASURY	39191 T. Dobbs Fix for 941 Overpayment	560.26
21	215	05/21/2026	160	OKLAHOMA TAX COMMISSION	39191 T. Dobbs Fix for 941 Overpayment	123.00
21	216	06/08/2026	50260	OKIE FREEDOM MECHANICAL LLC	MIDDLE AIR HANDLER SHS	5,000.00
21	218	06/09/2026	51126	L&E Paving & Construction	DEMO & REPLACE CURB-SECC	5,500.00
21	219	06/09/2026	51270	ROCKIN T CONSTRUCTION	CONCRETE WORK-HIGH SCHOOL	17,920.00
21	220	06/23/2026	39214	ARVEST BANK	DISTRICT SUPPLIES	8,732.00

Non-Payroll Total:	**$79,922.58**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$79,922.58**

Shawnee Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 71 - 49999, Fund(s): 81 GIFT FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
81	71	05/04/2026	39214	ARVEST BANK	RETIREMENT GIFTS	2,200.00
81	72	05/04/2026	1510	SCHOLASTIC, INC	TOY-BOOKS - CAPPO	500.00

Non-Payroll Total:	**$2,700.00**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$2,700.00**

Shawnee Public Schools

Encumbrance Register

Options: Year: 2026-2027, Date Range: 7/1/2026 - 6/30/2027, PO Range: 94 - 49999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	94	07/01/2026	6760	OSIG	INSURANCE-INCREASES/DEDUCTABLES	200,000.00
11	95	07/01/2026	50410	SMARTPASS INC	SECONDARY HALLPASS SUBSCRIPTION	4,271.40
11	96	07/01/2026	39214	ARVEST BANK	SPED SUPPLIES	2,000.00
11	97	07/01/2026	4788	AMAZON	SPED SUPPLIES	3,500.00
11	98	07/01/2026	35705	STAPLES BUSINESS ADVANTAGE	SPED SUPPLIES	2,000.00
11	99	07/01/2026	4788	AMAZON	NURSING SUPPLIES	3,500.00
11	100	07/01/2026	35705	STAPLES BUSINESS ADVANTAGE	NURSING SUPPLIES	300.00
11	101	07/01/2026	40913	E3 DIAGNOSTICS INC	AUDIO METER CALIB	1,075.00
11	102	07/01/2026	50300	SAFETYMED, LLC	AED	3,091.00
11	103	07/01/2026	951	SHARRON SUE BRUTON	CONTRACT THERAPY	6,000.00
11	104	07/01/2026	37294	JENNIFER GATES MSCCC SLP	CONTRACT THERAPY	75,000.00
11	105	07/01/2026	38495	TIFFANY A AMSLER	CONTRACT THERAPY	60,000.00
11	106	07/01/2026	50378	TAYLOR'D THERAPY SERVICES, OLLC	CONTRACT THERAPY	75,000.00
11	107	07/01/2026	50731	KORTNEI GUTIERREZ	CONTRACT THERAPY	150,000.00
11	108	07/01/2026	36419	Allyson Cleveland	TRAVEL	1,000.00
11	109	07/01/2026	37859	Jill Dunn	TRAVEL	300.00
11	110	07/01/2026	40125	Susan Ranae Adcock	TRAVEL	300.00
11	111	07/01/2026	40600	Kristen Hayes	TRAVEL	300.00
11	112	07/01/2026	39347	Brandee Rene Kinnamon	TRAVEL	200.00
11	113	07/01/2026	50160	Misty Moss	TRAVEL	200.00
11	114	07/01/2026	39214	ARVEST BANK	SPEECH & PSYCH ANNUAL DUES	1,300.00
11	115	07/01/2026	39214	ARVEST BANK	SPED FEES	2,500.00
11	116	07/01/2026	50853	ASCENT ACCESS SOLUTIONS LLC	HI CONSULTANT	3,000.00
11	117	07/01/2026	10608	DEMCO PRINTING INC	SPED PRINTING	250.00
11	118	07/01/2026	4206	ACT INC	PARA TESTING/WORK KEYS	1,000.00
11	119	07/01/2026	1361	GORDON COOPER TECH CENTER	PARA TRAINING	1,000.00
11	120	07/01/2026	36143	CRISIS PREVENTION INSTITUTE	WORKBOOKS,DUES,RENEWAL	4,200.00
11	121	07/01/2026	38270	N2Y	ANNUAL LICENSE	3,000.00
11	122	07/01/2026	40023	LESSON PIX	ANNUAL LICENSE	72.00
11	123	07/01/2026	33924	DISCOVERY EDUCATION, INC	ANNUAL LICENSE	6,657.11
11	124	07/01/2026	40239	Learnix LLC dba UltimateSLP	ANNUAL LICENSE	538.00
11	125	07/01/2026	40239	Learnix LLC dba UltimateSLP	ANNUAL LICENSE	139.92
11	126	07/01/2026	32716	NCS PEARSON, INC	ONLINE SUBSCRRIPTION	200.00
11	127	07/01/2026	32716	NCS PEARSON, INC	PSYCH & SPEECH SUPPLIES	2,000.00
11	128	07/01/2026	39214	ARVEST BANK	WPS TESTING SUPPLIES	1,000.00
11	129	07/01/2026	2590	OSPA	FALL CONFERENCE	1,280.00
11	130	07/01/2026	38960	OATECA INC	LICENSE X7	525.00
11	131	07/01/2026	2979	AMERICAN RED CROSS	DISTRICT CPR TRAINING	1,000.00
11	132	07/01/2026	50920	WALSH GALLEGOS	LEGAL SERVICES	1,000.00
11	133	07/01/2026	40367	PUBLIC CONSULTING GROUP	MEDICAID MNGMT SERV	18,000.00
11	134	07/01/2026	6715	OKLA HEALTH CARE AUTHORITY	MEDICAID BILLING EXPENSES	57,000.00
11	135	07/01/2026	40367	PUBLIC CONSULTING GROUP	MEDICAL DIRECTORSHIP FEE	6,050.00
11	136	07/01/2026	1090	OKLA STATE DEPT OF HEALTH	CLIA	248.00
11	137	07/01/2026	51220	Jessica Hand	SPEECH THERAPY	75,000.00

Shawnee Public Schools

Encumbrance Register

Options: Year: 2026-2027, Date Range: 7/1/2026 - 6/30/2027, PO Range: 94 - 49999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	138	07/01/2026	39214	ARVEST BANK	INDIAN ED SUPPLIES	1,500.00
11	139	07/01/2026	4788	AMAZON	INDIAN ED SUPPLIES	1,000.00
11	140	07/01/2026	35705	STAPLES BUSINESS ADVANTAGE	INDIAN ED SUPPLIES	1,000.00
11	141	07/01/2026	1353	OASIS	MEMBERSHIP DUES	1,500.00
11	142	07/01/2026	10608	DEMCO PRINTING INC	IMPACT AID FORMS	600.00
11	143	07/01/2026	51054	PATRICIA FORD	CONTRACT SALARY	10,000.00
11	144	07/01/2026	1353	OASIS	OASIS CONF 2025	800.00
11	145	07/01/2026	39214	ARVEST BANK	OASIS CONF HOTEL	600.00
11	146	07/01/2026	35011	Graham M Primeaux	TRAVEL OASIS	246.00
11	147	07/01/2026	39347	Brandee Rene Kinnamon	TRAVEL OASIS	246.00
11	148	07/01/2026	40383	TOBII DYNAVOX, LLC C-CORP	BOARDMAKER	199.00
11	149	07/01/2026	51133	YOU MATTER BEHAVIOR SUPPORT SERV	CONTRACT SERVICES	7,000.00
11	150	07/01/2026	51149	KRISTIE LONGEST	HI CONSULTANT	1,200.00
11	151	07/01/2026	50716	ARBITERSPORTS LLC	ARBITER PAY UNLIMITED	2,600.00
11	152	07/01/2026	39214	ARVEST BANK	AD TRAVEL	1,000.00
11	153	07/01/2026	6314	DAKTRONICS, INC	SCOREBOARD ATHLETICS SERVICE/REPAIR	1,000.00
11	154	07/01/2026	34445	OIAAA - NIAAA	ATHLETIC DIRECTORS MEMBERSHIP/CONFERENCE	600.00
11	155	07/01/2026	39214	ARVEST BANK	OCA-COACHES ASSOCIATION MEMBERSHIP	4,060.00
11	156	07/01/2026	2150	PINECLIFF PRINTERS INC	ATHLETICS/ACTIVITIES PRINTING	250.00
11	157	07/01/2026	38502	RANK ONE SPORT	RANKONE-ATHLETIC STUDENT SOFTWARE	1,000.00
11	158	07/01/2026	40802	HEATHER JAMES dba HJ AWARDS CO LLC	ATHLETICS AWARDS/ENGRAVINGS-INTRAMURALS	750.00
11	159	07/01/2026	40115	SSM HEALTH MEDICAL GROUP	ATHLETIC TRAINER	20,000.00
11	160	07/01/2026	3595	SYNCO TROPHY	ATHLETIC ALL-STATE LETTER JACKETS	2,000.00
11	161	07/01/2026	3290	BSN SPORTS, LLC	AD-LEONE/HOLLAND	1,000.00
11	162	07/01/2026	1231	GREAT PLAINS GRAPHICS	ATHLETICS SPIRIT GEAR	750.00
11	163	07/01/2026	39214	ARVEST BANK	AD-EMERGENCY (HOTEL)	1,000.00
11	164	07/01/2026	6425	RAINBOW PENNANT INC	AD-STATE BANNERS	1,000.00
11	165	07/01/2026	4788	AMAZON	AD-OFFICE SUPPLIES	250.00
11	166	07/01/2026	50717	OKLAHOMA SCHOLASTIC ESPORTS	ESPORTS-HS/MS REGISTRATION 2026-2027	400.00
11	167	07/01/2026	40394	TRIPLE ELITE LLC	AD- ATHLETIC GEAR	750.00
11	168	07/01/2026	40995	Joseph Dax Leone	TRAVEL REIMBURSEMENT	1,500.00
11	169	07/01/2026	35428	Julia D Holland	TRAVEL REIMBURSEMENT	1,500.00
11	170	07/01/2026	3290	BSN SPORTS, LLC	MADONNA- FOOTBALL	2,000.00
11	171	07/01/2026	3290	BSN SPORTS, LLC	TORRES- SOFTBALL	2,000.00
11	172	07/01/2026	3290	BSN SPORTS, LLC	LICKLIDER/STAPLETON- CROSS COUNTRY	2,000.00
11	173	07/01/2026	3290	BSN SPORTS, LLC	BURNETT- VOLLEYBALL	2,000.00
11	174	07/01/2026	33057	FROG STREET PRESS, INC	Conference	6,590.00

Shawnee Public Schools

Encumbrance Register

Options: Year: 2026-2027, Date Range: 7/1/2026 - 6/30/2027, PO Range: 94 - 49999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	175	07/01/2026	33057	FROG STREET PRESS, INC	Conference	1,318.00
11	176	07/01/2026	50377	T-MOBILE USA INC.	HOTSPOTS	10,000.00
11	177	07/01/2026	50720	V-AM.CO LLC	MDM FOR HOTSPOTS	1,600.00
11	178	07/01/2026	37852	EMS LINQ INC	ACADEMIC ENROLLMENT LICENSE FEE	18,998.10
11	179	07/01/2026	2950	ONE NET	FIREWALL SERVICES, ROUTER FEE	15,800.00
11	180	07/01/2026	10669	UNITED SYSTEMS INC	LIGHT SPEED & ERATE C2	44,344.00
11	181	07/01/2026	38885	SCHOOL SAFE ID LLC	SAFE ID SOFTWARE RENEWAL & SECC BUS TAGS	5,000.00
11	182	07/01/2026	39069	CLASS LINK	SSO SYSTEM	13,102.65
11	183	07/01/2026	50399	FORTRA, LLC	NETWORK MONITORING SYSTEM	665.78
11	184	07/01/2026	39214	ARVEST BANK	SECURITY CERTIFICATE RENEWAL	700.00
11	185	07/01/2026	4659	CHICKASAW TELECOM INC	PHONE SYSTEM & CISCO CUBE	21,000.00
11	186	07/01/2026	2910	OK ASSOC FOR TECH IN EDUCATION	DISTRICT MEMBERSHIP RENEWAL TECHNOLOGY	500.00
11	187	07/01/2026	50736	STUDENT PROVISIONING SERVICES LLC	STUDENT AD ACCOUNTS	4,981.04
11	188	07/01/2026	50174	ADIRA LLC	VEEAM BACKUP SOFTWARE	7,000.00
11	189	07/01/2026	38740	POWER SCHOOL GROUP LLC	POWER SCHOOL SIS MAINT/SUPPORT TECHNOLOGY	26,000.00
11	190	07/01/2026	34044	SIGMA TECHNOLOGY FUND LLC dba	ERATE CONSULTING TECHNOLOGY	23,000.00
11	191	07/01/2026	50794	THE REPAIR DEPOT LLC	DEVICE REPAIR	10,000.00
11	192	07/01/2026	39268	MARCIA BRENNER ASSOCIATES LLC	POWER SCHOOL SIS MAINT/SUPPORT TECHNOLOGY	1,500.00
11	193	07/01/2026	51219	SOFTCHOICE CORPORATION	MICROSOFT OFFICE/SERVER LICENSING RENEWAL	18,500.00
11	194	07/01/2026	4788	AMAZON	TECHNOLOGY OFFICE/SUPPLIES	5,000.00
11	195	07/01/2026	35705	STAPLES BUSINESS ADVANTAGE	TECHNOLOGY SUPPLIES	500.00
11	196	07/01/2026	2258	VYVE BROADBAND	TRANSPORTATION INTERNET SERVICES	3,750.00
11	197	07/01/2026	32432	CDW GOVERNMENT	ADOBE LICENSING	3,000.00
11	198	07/01/2026	51212	Facilities Management Express, LLC	TECHNOLOGY HELPDESK/ASSETS	7,500.00
11	199	07/01/2026	39299	FILEWAVE USA INC	IPAD SOFTWARE MANAGEMENT TECHNOLOGY	35,135.00
11	200	07/01/2026	4788	AMAZON	Supplies for Academic Services	1,000.00
11	201	07/01/2026	31	CCOSA	CCOSA PRINCIPAL TRAINING	2,000.00
11	202	07/01/2026	3290	BSN SPORTS, LLC	JASON MADONNA/ FOOTBALL	5,200.00
11	203	07/01/2026	93	AIRGAS USA, LLC	Torch Gas & Products for Shop	300.00
11	204	07/01/2026	4788	AMAZON	Parts & Material for Shop/Fleet	2,200.00
11	205	07/01/2026	39214	ARVEST BANK	Parts & Supplies for Transportation Dept	41,500.00
11	206	07/01/2026	50093	BATTERY OUTFITTERS	Vehicle Batteries	2,000.00
11	207	07/01/2026	36395	CONTRACT PAPER GROUP INC	Copy Paper for District	30,000.00
11	208	07/01/2026	39291	CROWN LIFT TRUCKS	Fork Lift Repairs	1,500.00
11	209	07/01/2026	34385	HERITAGE CRYSTAL CLEAN LLC	Parts Washer Service	3,000.00
11	210	07/01/2026	1146	DEMCO INC	Department Printing	500.00
11	211	07/01/2026	38886	DAVISON FUELS & OIL LLC	District Vehicle Fuel	100,000.00

Shawnee Public Schools

Encumbrance Register

Options: Year: 2026-2027, Date Range: 7/1/2026 - 6/30/2027, PO Range: 94 - 49999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	212	07/01/2026	46	FREDS TIRE BATTERY INC	Tires & Repairs	17,000.00
11	213	07/01/2026	1361	GORDON COOPER TECH CENTER	Training Classes	1,000.00
11	214	07/01/2026	6191	HOLT TRUCK CENTERS OKLAHOMA LLC	Bus Parts & Repairs	15,000.00
11	215	07/01/2026	51	HOOTEN OIL, CO. INC.	Oil & Fluids for District Vehicles	5,000.00
11	216	07/01/2026	35330	Johnny R Wiles	Travel	700.00
11	217	07/01/2026	2609	KEEN STARTER ALT	Alternator/Starter Repair	500.00
11	218	07/01/2026	50946	MIDWEST MOTOR SUPPLY CO INC	Fasteners for Shop Usage	1,000.00
11	219	07/01/2026	50787	Lincoln D Dearing	Travel	700.00
11	220	07/01/2026	35389	Martin Nunez	Uniforms & Tools	800.00
11	221	07/01/2026	4397	MIDWEST BUS PARTS, INC	Bus Parts	1,000.00
11	222	07/01/2026	39920	AGILE SPORTS TECHNOLOGIES INC	HUDL SUBSCRIPTION	13,500.00
11	223	07/01/2026	4052	NAPT	National Association Pupil Trans Dues	300.00
11	224	07/01/2026	6414	O'REILLY AUTO PARTS	Vehicle Parts District	10,000.00
11	225	07/01/2026	4383	OKLAHOMA PIKEPASS	Pike Pass Fees	1,100.00
11	226	07/01/2026	35248	OKLAHOMA TAX COMMISSION	Vehicle Registration / Tag	300.00
11	227	07/01/2026	13129	PROPANE SERVICE	Propane for forklift	200.00
11	228	07/01/2026	72	QUILL LLC	Office Supplies	1,000.00
11	229	07/01/2026	36039	RADIATOR PLUS	Radiator Repairs	300.00
11	230	07/01/2026	35695	SEON SYSTEMS SALES INC	Bus Cameras	15,000.00
11	231	07/01/2026	10664	SHAWNEE FIRE & SAFETY	Yearly Bus Fire Extinguisher Validation	1,100.00
11	232	07/01/2026	38954	GLASS ACTION	Glass Repair District Vehicles	1,000.00
11	233	07/01/2026	36764	CHARLES STUBBS DBA SIGNWORKS	Banner/Vehicle Logos	200.00
11	234	07/01/2026	50464	SOUTHWEST BUS SALES INC	Bus Parts	1,000.00
11	235	07/01/2026	37625	SSM HEALTH MEDICAL GROUP	Bus Driver Physicals	1,500.00
11	236	07/01/2026	40761	Thomas Wondrock	Travel	400.00
11	237	07/01/2026	33879	TYLER TECHNOLOGIES, INC	Routing Software	48,000.00
11	238	07/01/2026	39514	UNITY SCHOOL BUS PARTS	Bus Parts	5,000.00
11	239	07/01/2026	1597	UNITED SUBURBAN SCHOOLS ASSOC.	USSA MEMBERSHIP DUES	2,500.00
11	240	07/01/2026	1597	UNITED SUBURBAN SCHOOLS ASSOC.	FALL CONFERENCE	600.00
11	241	07/01/2026	10625	OSSBA	2026 EDUCATION LEADERSHIP CONFERENCE	5,500.00

Non-Payroll Total:	**$1,476,183.00**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$1,476,183.00**

Shawnee Public Schools

Encumbrance Register

Options: Year: 2026-2027, Date Range: 7/1/2026 - 6/30/2027, PO Range: 7 - 49999, Fund(s): BUILDING

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	7	07/01/2026	6760	OSIG	OSIG LIABILITY INSURANCE	100,000.00
21	8	07/01/2026	50243	INCHARGE ENERGY INCORP	Bus Charger Maintenance Contract	15,000.00
21	9	07/01/2026	35438	LIBERTY FLAGS, INC	US & OK FLags	600.00
21	10	07/01/2026	2886	LOWE'S INC	Building Repairs	4,000.00
21	11	07/01/2026	4330	RODS PEST CONTROL INC	Monthly Bug Spray	350.00
21	12	07/01/2026	50742	SOUTH CENTRAL INDUSTRIES INC	District Paper/cleaning/trash bags/etc.	100,000.00
21	13	07/01/2026	13190	WINKLER O'HEAD DOOR INC	Overhead Door Repairs	10,000.00
21	14	07/01/2026	35972	FIRST UNITED BANK	HIGH SCHOOL TURF PROJECT	78,027.41
21	15	07/01/2026	51269	PERFECTION EQUIPMENT	TRUCK EQUIPEMENT	9,145.00

Non-Payroll Total:	**$317,122.41**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$317,122.41**

Shawnee Public Schools

Encumbrance Register

Options: Year: 2026-2027, Date Range: 7/1/2026 - 6/30/2027, PO Range: 1 - 49999, Fund(s): 36 2026 BUILDING BOND FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
36	1	07/01/2026	51060	BANCFIRST TRUST & INVESTMENT MGMT	2024 LEASE PURCHASE PAYMENT	4,020,000.00

Non-Payroll Total:	**$4,020,000.00**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$4,020,000.00**

Shawnee Public Schools

Encumbrance Register

Options: Year: 2026-2027, Date Range: 7/1/2026 - 6/30/2027, PO Range: 1 - 49999, Fund(s): 81 GIFT FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
81	1	07/01/2026	33692	FIRST UNITED BANK	HIGH SCHOOL TURF PROJECT	241,972.59
81	2	07/01/2026	33692	FIRST UNITED BANK	HIGH SCHOOL FOOTBALL Turf/scoreboard	154,565.11
81	3	07/01/2026	36659	ARVEST EQUIPMENT LEASING	BASEBALL TURF	100,000.00
81	4	07/01/2026	39214	ARVEST BANK	CO ADMIN CONSUMABLES and EXTRA SUPPLIES	2,000.00
81	5	07/01/2026	3290	BSN SPORTS, LLC	Football Jerseys	16,990.00
81	6	07/01/2026	1231	GREAT PLAINS GRAPHICS	DISTRICT EMPLOYEE T-SHIRTS	6,000.00

Non-Payroll Total:	**$521,527.70**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$521,527.70**

SHAWNEE PUBLIC SCHOOLS

326 North Union • Shawnee, Oklahoma • 74801-7099• (405)273-0653

Date: June 29, 2026

To: Shawnee Board of Education

From: Anita Miller, School Activity Fund Clerk

RE: Fundraising for the 2026-2027 School Year
All SPS Sites including Athletic
Programs

2026-2027 FUNDRAISER LIST

Accessories (school spirit)	Cookie Dough	Pajama Day
Ad sales	Coupon Books	Parking Permits
Admission/Ticket Sales	Crowdfunding (Donors Choose, GoFundMe, etc.)	Pi Day
Apparel (school spirit)	Crush Grams	Pictures/individual/group
Art Show/Sale/Art Classes	Crush Valentine's	Plant Sales
Artsonia/Art to Remember	Dances	Play/Musicals
Bake Sale	Discount Cards	Pop/soft drink/water/coffee sales
Banners/Signs/Buttons	Donations/Fan Pledge	Popcorn & Pickle Sales
Blue & Gold	Economic City	Posters
Book Fairs	Face Painting	Prom
Box Top for Education	Faculty vs Students Games	Recorders
Breakfast/Lunch/Dinners	Flower Cards/flower sales	Reserved Parking/Seating
Brochure/Catalog Sales	Food Items	Recycling
Bumper/Car Stickers	Game Nights	School Store/School Store.com
Business Give Back Night's	Garage Sales	School Specialty.com
Calendar Sponsor a Day	Hat Day	School Supply Packs
Camps	Healthy Snacks	Silent Auction
Candle Sales	Heat Sheet Sales	Snow Cones
Candy Bars	Holiday Grams/Accessories	Sponsorship Donations
Car Wash	Home Goods	Sporting Events
Carnivals/Festivals	Jean Days	Surplus Inventory Sale
Ceramic sales	Jerky Sales	Swim-a-thon
Cheesecake Sales	Mattress Sales	T&D Meats
Christmas Store/Ornaments	Movie Night	Talent Show
Coaches vs Cancer	Olympics	Tournaments (athletic/academic)
Collect receipts from businesses	Pageants	TOY Celebration
Concessions	Painting Classes	Yard Signs
Cookbooks	Parents night out/child care	Yearbooks/Busness Ads/Sr Salutes
		Lift-a-thon/powerlifting

Once specific fundraising is selected, the proper fundraising form will be completed and on file with the Activity Fund Clerk at the Central Office before fundraising begins.

STUDENT ACTIVITY FUND SUB-ACCOUNTS

2026-2027

	HIGH SCHOOL		HIGH SCHOOL CONT.		MIDDLE SCHOOL		ELEMENTARY		CENTRAL OFFICE
801	ATHLETICS - FOOTBALL	842	SHS THEATRE	879	MS GENERAL	913		933	COMMUNITY PARTNERSHIP
802	ATHLETICS - BOYS BASKETBALL	843	HS FCA	881		914	RELAY FOR LIFE - ALL SITES	934	STEAM (ALL SITES)
803	ATHLETICS - GIRLS BASKETBALL	844	HS FFA	882	MS ACADEMIC TEAM	915	HORACE MANN ELEMENTARY	935	SPS PUP PACK
804	ATHLETICS - SWIMMING	845		883	NATIONAL HISTORY DAY	916	HORACE MANN TEACHERS LOUNGE	936	STRENTHING FAMILES (INDIAN ED)
805	ATHLETICS - BASEBALL	846	HS HONOR SOCIETY	884	MS YEARBOOK	917	JEFFERSON ELEMENTARY	937	INDIAN STUDENTS
806	ATHLETICS - GIRLS SOFTBALL	847		885		918	JEFFERSON TEACHERS LOUNGE	938	CENTRAL OFFICE ACCOUNT
807	ATHLETICS - WRESTLING	848		886		919	SEQUOYAH ELEMENTARY	939	CENTRAL OFFICE HOSPITALITY
808	ATHLETICS - BOYS TENNIS	849	SHS E-SPORTS	887	MS ROBOTICS CLUB	921	SEQUOYAH TEACHERS LOUNGE	941	NOW ACCOUNT
809	ATHLETICS - GIRLS TENNIS	851		888	SMS E-SPORTS	922	JIM THORPE ACADEMY	942	REFUNDS & REIMBURSEMENT ACCT.
811	ATHLETICS - BOYS TRACK	852		889	MS CHORUS	923	JIM THORPE ACADEMY TEACERS LOUNGE	943	
812	ATHLETICS - GIRLS TRACK	853	HS CHORAL MUSIC	891	MS STUDENT COUNCIL	924	WILL ROGERS ELEMENTARY	944	
813	ATHLETICS - BOYS GOLF	854	HS ADVANCED PLACEMENT EXAMS	892		925	WILL ROGERS TEACHERS LOUNGE	945	CHILD NUTRITION DAILY REVENUE
814	ATHLETICS - CROSS COUNTRY	855	HS ART CLUB	893		926	SECC/SHAWNEE EARLY CHILDHOOD CTR.	946	TRANSPORTATION DEPARTMENT
815	ATHLETICS - BOYS SOCCER	856		894		927	SECC TEACHERS LOUNGE	947	SPECIAL OLYMPICS (ALL SITES)
816	ATHLETICS - GIRLS VOLLEYBALL	857	HS ROBOTICS	895	MS SPEECH/DRAMA	928	JEFFERSON AFTER SCHOOL PRGM	948	SPS TEACHER OF THE YEAR (ALL SITES)
817	ATHLETICS - GIRLS GOLF	858		896	MS CHEERLEADERS	929		949	
818	ATHLETICS - PLAY-OFFS	859		897	MS TEACHERS LOUNGE	931		950	
819	ATHLETICS - AD CONTINGENCY	861	HS TEACHERS LOUNGE	898		932		951	
820	SPS ATLETICS TICKET REVENUE *	862		899					
821	ATHLETICS - GIRLS SOCCER	863	HS LIBRARY MEDIA	901	MS P R O S				
822	HS GENERAL	864	HS NATIVE AMERICAN CLUB	902	MS ART CLUB				
823	SHAWNEE BANDS	865		903					
824	HS YEARBOOK	866		904	MS TECHNOLOGY ED.				
825		867	HS PSAT	905					
826	HS POM PON	868		906	MS LIBRARY MEDIA				
827	HS ACADEMIC TEAM	869		907	MS SIXTH GRADE				
828	HS SENIOR CLASS	871		908	MS SEVENTH GRADE				
829	HS JUNIOR CLASS	872		909	MS EIGHTH GRADE				
831		873		911					
832		874		912					
833	HS GIFTED & TALENTED	875		971					
834	HS SPEECH/DEBATE	876		972	MS HEALTH FAIR				
835		877		973					
836	HS STUDENT COUNCIL	878		974	MS JR NAT'L HONOR SOCIETY				
837	HS FCCLA			975	MS FCCLA				
838				976					
839	HS CHEERLEADERS			977					
841	HS TSA CLUB								
					UPDATED 06/17/2026				

MEMO

To: The Board of Education

From: Anita Miller, School Activity Fund Clerk AM

Date: June 29, 2026

Subject: School Activity Fund Transfers

I am requesting the transfer of $2,796.25 from School Activity Fund #818 (Playoffs) to the Refunds & Reimbursement account #942.

The transfer is to reimburse the District for salaries paid to school employees for working the OSSAA Class A/B State Baseball Tournament.

RECOMMENDATION: That the Board approves the transfer as presented.

Shawnee Athletics

Director of Athletics: Dax Leone
Assistant Director: Julia Holland
Athletic Secretary: Letty Martinez
Office: 405-214-7130

Shawnee High School
1001 N. Kennedy
Shawnee, OK 74801
Fax: 405-214-7139

2026 OSSAA Class B/A State Spring Baseball Financial Report
Shawnee High School
May 14th-16th, 2026

Please transfer **$2,796.25** from Student Activity Fund sub-account #818 (playoffs) to Student Activity Fund sub-account #942 (Refunds and Reimbursement). This transfer is to reimburse the District for salaries paid to school employees for working the OSSAA Class A/B State Baseball Tournament. Please transfer **$600.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #805 (Baseball).

Please cut a check in the amount of **$11,933.75** made payable to OSSAA from Student Activity Fund sub-account #818, PO 60-3655. Please notify me when the check is ready.

Please transfer **$5,802.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #805 (Baseball).

J Holland
5/20/2026

MEMO

To: The Board of Education

From: Anita Miller, School Activity Fund Clerk AM

Date: June 29, 2026

Subject: School Activity Fund Transfers

I am requesting the transfer of $3,464.00 from School Activity Fund #818 (Playoffs) to School Activity Fund #819 (AD Contingency)

The transfer is to reimburse 819 for their share of ticket sales and field paint for the OSSAA Class A/B State Baseball Tournament.

RECOMMENDATION: That the Board approves the transfer as presented.

Shawnee Athletics

Director of Athletics: Dax Leone
Assistant Director: Julia Holland
Athletic Secretary: Letty Martinez
Office: 405-214-7130

Shawnee High School
1001 N. Kennedy
Shawnee, OK 74801
Fax: 405-214-7139

2026 OSSAA Class B/A State Spring Baseball Financial Report
Shawnee High School
May 7th-9th, 2026

Please transfer **$2,692.50** from Student Activity Fund sub-account #818 (playoffs) to Student Activity Fund sub-account #942 (Refunds and Reimbursement). This transfer is to reimburse the District for salaries paid to school employees for working the OSSAA Class A/B State Baseball Tournament. Please transfer **$464.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #819 (AD Contingency). Please transfer **$600.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #805 (Baseball).

Please cut a check in the amount of **$2,808.50** made payable to OSSAA from Student Activity Fund sub-account #818, PO 60-3654. Please notify me when the check is ready.

Please transfer **$3000.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #819 (AD Contingency).

Shawnee Athletics

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Assistant Director: Julia Holland
Athletic Secretary: Letty Martinez
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1001 N. Kennedy
Shawnee, OK 74801
Fax: 405-214-7139

2026 OSSAA Class B/A State Spring Baseball Financial Report
Shawnee High School
May 7th-9th, 2026

Expenses

Ardery Effinger	Gate/Tickets (14.25 Hours @ $15.00 per Hour)	$303.75	PO 60-3276
Roy Effinger	Gate/Tickets (14.25 Hours @ $15.00 per Hour)	$303.75	PO 60-3276
Kay Corley	Gate/Tickets (4.25 Hours @ $15.00 per Hour)	$67.50	PO 60-3276
Hannah Jett	Gate/Tickets (3.5 Hours @ $15.00 per Hour)	$56.25	SAF 818
Wendy Tucker	Gate/Tickets (3.5 Hours @ $15.00 per Hour)	$56.25	SAF 818
April Livernois	Gate/Tickets (3.5 Hours @ $15.00 per Hour)	$56.25	SAF 818
Nicole Cluck	Gate/Tickets (3.5 Hours @ $15.00 per Hour)	$138.75	SAF 818
Julia Holland	Finance Manager	$300.00	SAF 818
Todd Boyer	Site Manager	$300.00	SAF 818
Jeff Shafer	Field Manager	$300.00	SAF 818
Jaden Wiley	Field Crew (3 Games @$35 per game)	$210.00	SAF 818
Elijah Davis	Field Crew (3 Games @$35 per game)	$210.00	SAF 818
Troy Shields	Field Crew (9 Games @$35 per game)	$315.00	SAF 818
Zach Foster	Videoboard (9 Games @$50 per game)	$450.00	PO 60-3276
Tony Wilson	Announcer (6 Games @$50 per game)	$300.00	PO 60-3276
Brian Parsons	Announcer (3 Games @$50 per game)	$150.00	PO 60-3276
Micah Sanchez	Scoreboard (6 Games @$50 per game)	$300.00	SAF 818
Larry James	Music (9 Games @$50.00 per Game)	$450.00	SAF 818
Russell Conner	Security (26 hours @$40 per hour)	$1040.00	PO 60-3275
James Woolbright	Security (6 hours @$40 per hour)	$240.00	PO 60-3275
Rich Rider	Security (5 hours @40 per hour)	$200.00	PO 60-3275
Josh Soward	Security (9.5 hours @40 per hour)	$380.00	PO 60-3275
Boys Baseball	Clean Up Crew ($200 per Day/ 3 Days)	$600.00	
Field Paint	Field Paint ($119.00 per dozen/ 3 Cases)	$464.00	

TOTAL EXPENSES **$7,191.50**

TOTAL TICKET INCOME:	**$13,000.00**
SCHOOL SITE TICKET INCOME:	**- $3,000.00**
REPORTABLE INCOME:	**$10,000.00**
TOTAL EXPENSES	**- $7,191.50**
NET INCOME DUE TO OSSAA	**$2,808.50**

MEMO

To: The Board of Education

From: Anita Miller, School Activity Fund Clerk

Date: June 29, 2026

Subject: School Activity Fund Transfers

I am requesting the transfer of $6,402.00 from School Activity Fund #818 (Playoffs) to Baseball account #805.

The transfer is for clean-up of the Stadium and our share of ticket sales during the OSSAA Class A/B State Baseball Tournament.

RECOMMENDATION: That the Board approves the transfer as presented.

Shawnee Athletics

Director of Athletics: Dax Leone
Assistant Director: Julia Holland
Athletic Secretary: Letty Martinez
Office: 405-214-7130

Shawnee High School
1001 N. Kennedy
Shawnee, OK 74801
Fax: 405-214-7139

2026 OSSAA Class B/A State Spring Baseball Financial Report
Shawnee High School
May 14th-16th, 2026

Please transfer **$2,796.25** from Student Activity Fund sub-account #818 (playoffs) to Student Activity Fund sub-account #942 (Refunds and Reimbursement). This transfer is to reimburse the District for salaries paid to school employees for working the OSSAA Class A/B State Baseball Tournament. Please transfer **$600.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #805 (Baseball).

Please cut a check in the amount of **$11,933.75** made payable to OSSAA from Student Activity Fund sub-account #818, PO 60-3655. Please notify me when the check is ready.

Please transfer **$5,802.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #805 (Baseball).

J Holland
5/20/2026

MEMO

To: The Board of Education

From: Anita Miller, School Activity Fund Clerk AM

Date: June 29, 2026

Subject: School Activity Fund Transfers

I am requesting the transfer of $631.88 from various School Activity Funds to the Refunds & Reimbursement account #942.

The transfer is to reimburse the bus driver's salary, FICA, and mileage for various trips taken during MAY 2026.

RECOMMENDATION: That the Board approves the transfer as presented.

MAY ACTIVITY TRIP REPORT 2026

Acount Name	Trip ID	Trip Description	Trip Date	Driver	Driving Time	Driver Rate	OT	OT RATE	Total Time	Distance	Total	District Paid Trip?	Within 30 Miles?	Adjusted Mileage	Adjusted Charges	
Account Name: 915 HM ELEMENTARY ACTIVITY																
915 HM ELEMENTARY ACTIVITY	AT-02327	HM Schoolwide Zoo Trip	5/15/2026	PALMER, SHELLY	0.00	$0.00	5.00	$30.18	5.00	89	$239.90	N	N	59	$88.50	
915 HM ELEMENTARY ACTIVITY	AT-02327	HM Schoolwide Zoo Trip	5/15/2026	WRIGHT, CRAIG	4.00	$22.52	1.00	$33.78	5.00	91	$214.86	N	N	61	$91.50	
915 HM ELEMENTARY ACTIVITY	AT-02327	HM Schoolwide Zoo Trip	5/15/2026	JOHNSON, NANCY	0.00	$0.00	5.00	$30.90	5.00	91	$245.50	N	N	61	$91.50	
915 HM ELEMENTARY ACTIVITY	AT-02327	HM Schoolwide Zoo Trip	5/15/2026	RELIFORD, STEVEN	0.00	$0.00	5.00	$25.16	5.00	89	$214.80	N	N	59	$88.50	
915 HM ELEMENTARY ACTIVITY	AT-02327	HM Schoolwide Zoo Trip	5/15/2026	ANTHONY, DONALD	0.00	$0.00	5.00	$32.34	5.00	88	$249.70	N	N	58	$87.00	
915 HM ELEMENTARY ACTIVITY	AT-02327	HM Schoolwide Zoo Trip	5/15/2026	POWER, JAMIELYN	5.00	$13.39	0.00	$0.00	5.00	90	$156.95	N	N	60	$90.00	
915 HM ELEMENTARY ACTIVITY	AT-02328	HM 5th Grade Graduation	5/12/2026	STEWART, BETHANY	2.00	$12.61	0.00	$0.00	2.00	23	$48.22	N	Y	0	$0.00	
915 HM ELEMENTARY ACTIVITY	AT-02328	HM 5th Grade Graduation	5/12/2026	YOUNGBLOOD, DAVID	0.00	$0.00	2.00	$23.73	2.00	11	$58.46	N	Y	0	$0.00	
915 HM ELEMENTARY ACTIVITY	AT-02425	HM - Little Olympics	5/1/2026	SPARKS, TOMMY	2.00	$21.08	0.00	$0.00	2.00	18	$60.16	N	Y	0	$0.00	
915 HM ELEMENTARY ACTIVITY	AT-02444	HM - PlaySpace	5/12/2026	ANTHONY, DONALD	2.00	$21.56	0.00	$0.00	2.00	20	$63.12	N	Y	0	$0.00	
															$537.00	
Account Name: 922 JTA																
922 JTA	AT-02405	JTA - OK Historical Society	5/8/2026	MADONNA, JASON	0.00	$0.00	0.00	$0.00	0.00	83	$83.00	N	N	53	$26.50	
922 JTA	AT-02405	JTA - OK Historical Society	5/8/2026	HOOKS, CHRISTOPHER	1.45	$0.00	3.43	$0.00	4.88	80	$80.00	N	N	50	$75.00	
															$101.50	$94.88 IN ACCOUNT
														TOTAL	638.50	
														ADJUSTMENT TOTAL	631.88	

MEMO

To: The Board of Education

From: Anita Miller, School Activity Fund Clerk AM

Date: June 29, 2026

Subject: School Activity Fund Transfers

I am requesting the transfer of $2,692.50 from School Activity Fund #818 (Playoffs) to the Refunds & Reimbursement account #942.

The transfer is to reimburse the District for salaries paid to school employees for working the OSSAA Class A/B State Baseball Tournament.

RECOMMENDATION: That the Board approves the transfer as presented.

Shawnee Athletics

Director of Athletics: Dax Leone
Assistant Director: Julia Holland
Athletic Secretary: Letty Martinez
Office: 405-214-7130

Shawnee High School
1001 N. Kennedy
Shawnee, OK 74801
Fax: 405-214-7139

2026 OSSAA Class B/A State Spring Baseball Financial Report
Shawnee High School
May 7th-9th, 2026

Please transfer **$2,692.50** from Student Activity Fund sub-account #818 (playoffs) to Student Activity Fund sub-account #942 (Refunds and Reimbursement). This transfer is to reimburse the District for salaries paid to school employees for working the OSSAA Class A/B State Baseball Tournament. Please transfer **$464.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #819 (AD Contingency). Please transfer **$600.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #805 (Baseball).

Please cut a check in the amount of **$2,808.50** made payable to OSSAA from Student Activity Fund sub-account #818, PO 60-3654. Please notify me when the check is ready.

Please transfer **$3000.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #819 (AD Contingency).

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2026 OSSAA Class B/A State Spring Baseball Financial Report
Shawnee High School
May 7th-9th, 2026

Expenses

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Hannah Jett	Gate/Tickets (3.5 Hours @ $15.00 per Hour)	$56.25	SAF 818
Wendy Tucker	Gate/Tickets (3.5 Hours @ $15.00 per Hour)	$56.25	SAF 818
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Julia Holland	Finance Manager	$300.00	SAF 818
Todd Boyer	Site Manager	$300.00	SAF 818
Jeff Shafer	Field Manager	$300.00	SAF 818
Jaden Wiley	Field Crew (3 Games @$35 per game)	$210.00	SAF 818
Elijah Davis	Field Crew (3 Games @$35 per game)	$210.00	SAF 818
Troy Shields	Field Crew (9 Games @$35 per game)	$315.00	SAF 818
Zach Foster	Videoboard (9 Games @$50 per game)	$450.00	PO 60-3276
Tony Wilson	Announcer (6 Games @$50 per game)	$300.00	PO 60-3276
Brian Parsons	Announcer (3 Games @$50 per game)	$150.00	PO 60-3276
Micah Sanchez	Scoreboard (6 Games @$50 per game)	$300.00	SAF 818
Larry James	Music (9 Games @$50.00 per Game)	$450.00	SAF 818
Russell Conner	Security (26 hours @$40 per hour)	$1040.00	PO 60-3275
James Woolbright	Security (6 hours @$40 per hour)	$240.00	PO 60-3275
Rich Rider	Security (5 hours @40 per hour)	$200.00	PO 60-3275
Josh Soward	Security (9.5 hours @40 per hour)	$380.00	PO 60-3275
Boys Baseball	Clean Up Crew ($200 per Day/ 3 Days)	$600.00	
Field Paint	Field Paint ($119.00 per dozen/ 3 Cases)	$464.00	

TOTAL EXPENSES **$7,191.50**

TOTAL TICKET INCOME:	**$13,000.00**
SCHOOL SITE TICKET INCOME:	**- $3,000.00**
REPORTABLE INCOME:	**$10,000.00**
TOTAL EXPENSES	**- $7,191.50**
NET INCOME DUE TO OSSAA	**$2,808.50**

MEMO

To: The Board of Education

From: Anita Miller, School Activity Fund Clerk AM

Date: June 29, 2026

Subject: School Activity Fund Transfers

I am requesting the transfer of $600.00 from School Activity Fund #818 (Playoffs) to Baseball account #805.

The transfer is for clean-up of the Stadium during the OSSAA Class A/B State Baseball Tournament.

RECOMMENDATION: That the Board approves the transfer as presented.

Shawnee Athletics

Director of Athletics: Dax Leone
Assistant Director: Julia Holland
Athletic Secretary: Letty Martinez
Office: 405-214-7130

Shawnee High School
1001 N. Kennedy
Shawnee, OK 74801
Fax: 405-214-7139

2026 OSSAA Class B/A State Spring Baseball Financial Report
Shawnee High School
May 7th-9th, 2026

Please transfer **$2,692.50** from Student Activity Fund sub-account #818 (playoffs) to Student Activity Fund sub-account #942 (Refunds and Reimbursement). This transfer is to reimburse the District for salaries paid to school employees for working the OSSAA Class A/B State Baseball Tournament. Please transfer **$464.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #819 (AD Contingency). Please transfer **$600.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #805 (Baseball).

Please cut a check in the amount of **$2,808.50** made payable to OSSAA from Student Activity Fund sub-account #818, PO 60-3654. Please notify me when the check is ready.

Please transfer **$3000.00** from Student Activity Fund sub-account #818 (Playoffs) to Student Activity Fund sub-account #819 (AD Contingency).

Shawnee Athletics

Director of Athletics: Dax Leone
Assistant Director: Julia Holland
Athletic Secretary: Letty Martinez
Office: 405-214-7130

Shawnee High School
1001 N. Kennedy
Shawnee, OK 74801
Fax: 405-214-7139

2026 OSSAA Class B/A State Spring Baseball Financial Report
Shawnee High School
May 7th-9th, 2026

Expenses

Ardery Effinger	Gate/Tickets (14.25 Hours @ $15.00 per Hour)	$303.75	PO 60-3276
Roy Effinger	Gate/Tickets (14.25 Hours @ $15.00 per Hour)	$303.75	PO 60-3276
Kay Corley	Gate/Tickets (4.25 Hours @ $15.00 per Hour)	$67.50	PO 60-3276
Hannah Jett	Gate/Tickets (3.5 Hours @ $15.00 per Hour)	$56.25	SAF 818
Wendy Tucker	Gate/Tickets (3.5 Hours @ $15.00 per Hour)	$56.25	SAF 818
April Livernois	Gate/Tickets (3.5 Hours @ $15.00 per Hour)	$56.25	SAF 818
Nicole Cluck	Gate/Tickets (3.5 Hours @ $15.00 per Hour)	$138.75	SAF 818
Julia Holland	Finance Manager	$300.00	SAF 818
Todd Boyer	Site Manager	$300.00	SAF 818
Jeff Shafer	Field Manager	$300.00	SAF 818
Jaden Wiley	Field Crew (3 Games @$35 per game)	$210.00	SAF 818
Elijah Davis	Field Crew (3 Games @$35 per game)	$210.00	SAF 818
Troy Shields	Field Crew (9 Games @$35 per game)	$315.00	SAF 818
Zach Foster	Videoboard (9 Games @$50 per game)	$450.00	PO 60-3276
Tony Wilson	Announcer (6 Games @$50 per game)	$300.00	PO 60-3276
Brian Parsons	Announcer (3 Games @$50 per game)	$150.00	PO 60-3276
Micah Sanchez	Scoreboard (6 Games @$50 per game)	$300.00	SAF 818
Larry James	Music (9 Games @$50.00 per Game)	$450.00	SAF 818
Russell Conner	Security (26 hours @$40 per hour)	$1040.00	PO 60-3275
James Woolbright	Security (6 hours @$40 per hour)	$240.00	PO 60-3275
Rich Rider	Security (5 hours @40 per hour)	$200.00	PO 60-3275
Josh Soward	Security (9.5 hours @40 per hour)	$380.00	PO 60-3275
Boys Baseball	Clean Up Crew ($200 per Day/ 3 Days)	$600.00	
Field Paint	Field Paint ($119.00 per dozen/ 3 Cases)	$464.00	

TOTAL EXPENSES **$7,191.50**

TOTAL TICKET INCOME:	**$13,000.00**
SCHOOL SITE TICKET INCOME:	**- $3,000.00**
REPORTABLE INCOME:	**$10,000.00**
TOTAL EXPENSES	**- $7,191.50**
NET INCOME DUE TO OSSAA	**$2,808.50**

MEMO

To: The Board of Education

From: Anita Miller, School Activity Fund Clerk AM

Date: June 29, 2026

Subject: Refunds and Reimbursement Account

Oklahoma School Law requires the transfer of funds from the Refunds and Reimbursement Account #942 to the General Fund each year at June 30. I am requesting the transfer of approximately $16,272.96 to the General Fund. This amount could change due to incoming revenue and out-going expenditures through June 30, 2026.

RECOMMENDATION: That the Board approves the transfer as presented.

Shawnee Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
942 REFUNDS & RIEMBURSEMENT ACCT.	$0.00	$9,294.86	$7,053.00	$75.00	$16,272.86	$1.00	$16,271.86
Total	**$0.00**	**$9,294.86**	**$7,053.00**	**$75.00**	**$16,272.86**	**$1.00**	**$16,271.86**

SPECIAL SERVICES AGREEMENT

This is a local agreement between Shawnee Public Schools, hereinafter referred to as the local education agency (LEA), and Crossroads Youth & Family Services, Inc. Head Start/Early Head Start (Crossroads HS/EHS), hereinafter referred to as the local Head Start Program. The following information states the roles and responsibilities of parties regarding Head Start Program eligible children ages three through five identified as having disabilities in accordance with procedures established by the Oklahoma State Department of Education (OSDE) and by the Head Start Program Performance Standards (45 CFR 1308). These regulations are promulgated under federal and state laws governing the education of children with disabilities.

I. LEA RESPONSIBILITIES:

A. The LEA ensures that IDEA Section 619, (preschool) funds received for the provision of services to eligible children with disabilities ages three through five who are served in the Head Start Program are expended in accordance with the requirements of the Individuals with Disabilities Education Act (IDEA). Funds may be used for, but are not limited to, the following: cost of evaluation; materials and supplies; contractual arrangements for services when the Head Start Program has a qualified provider and/or the provision of qualified providers for IDEA Individualized Education Program (IEP) services.

B. Upon referral from the Head Start Disability Coordinator, the LEA shall provide a multidisciplinary team evaluation, when appropriate, for determination of the need for special education and related services under IDEA, while enrolled in the Head Start Program.

C. The LEA shall be responsible for the provision of procedural safeguard and due process for any child determined to be eligible under the IDEA who is enrolled in the Head Start program.

D. The LEA should provide, through prior written notice of meetings, that the appropriate Head Start Program representative be directly involved and receive appropriate documentation throughout the process of referral, evaluation and/or placement of children with disabilities enrolled in the Head Start Program.

E. The LEA shall ensure the provision of appropriate special education and related services to those eligible children with disabilities under IDEA enrolled in the Head Start Program. All IDEA services for which the child is eligible will be documented on the IEP with the responsible person(s)/agency specified for the provision of each service.

F. The LEA will maintain and submit to the OSDE the annual child count of IDEA eligible preschool children with disabilities served in the LEA and by the Head Start Program.

II. LOCAL HEAD START RESPONSIBILITIES:

A. The Head Start shall provide screening and assessment for all children enrolled in the Head Start as required by Head Start Performance Standards 45 CFR 1308 participate in Child Find activities under the IDEA with the LEA, and in coordination with the LEA shall provide parents with their rights under these programs

B. The Head Start shall provide all Head Start services to any Head Start enrolled child who meets eligibility requirements in accordance with the Head Start Program Performance Standards on Services for Children with Disabilities regardless of the child's involvement in, or eligibility for, special education services under the IDEA or this agreement.

C. A Head Start representative will participate in the LEA referral procedures, multidisciplinary evaluation, IEP development, implementation of the portions of the IEP identified for the Head Start Program, and the IEP review as appropriate. When Head Start initiates and develops a Head Start managed IEP, Head Start must invite in writing the participation of a representative of the LEA. Head Start Program Performance Standards (45 CFR 1308) requirements for parent involvement and notification must also be followed for IEP meetings initiated by the Head Start Program.

D. The Head Start will provide a support system for families and children with disabilities through training, information dissemination and involvement in the program as well as collaboration with the LEA and other community services. When Head Start develops a Head Start managed IEP, family goals and objectives for the child must be addressed.

E. The Head Start disabilities coordinator shall work with the LEA for assurance of collaboration and coordination of services to preschool children with disabilities.

F. If a child does not meet the OSDE requirements under the IDEA, but meets one or more of the eligibility in the Head Start Performance Standards 45 CFR 1308, then a Head Start managed IEP should be developed for the child.

G. The Head Start will provide the number of children receiving IEP services to the LEA for child count report prior to October 1, and December 1, annually. In reporting the number of children on IDEA IEP's to the LEA for child count purposes, the Head Start should provide a separate listing of children on Head Start managed IEP's.

H. The Head Start agrees to provide and participate with the LEA in joint training of staff and parents as appropriate.

I. The Head Start agreement with the LEA addresses planning of cost-sharing resources and funding to assure that integrated services are implemented in a manner which maintains State and Federal fiscal support for children with disabilities in these programs. The Head Start and the LEA agree to the following cost-sharing services:

Head Start will provide all required screenings prior to referral to Shawnee Public Schools. Head Start will also obtain necessary release of information from parent/legal guardian so that pertinent Head Start screenings can be utilized to develop an appropriate placement.

Note: Special Education and related services are available to qualified children through Shawnee Public Schools. Standard referral procedures should be used to determine IDEA eligibility.

III. COORDINATION OF REQUIRED PAPERWORK:

To coordinate paperwork required by Head Start and the LEA special education program, the following process is appropriate:

A. When Head Start wishes to refer a child to the LEA for possible services, Head Start personnel will contact the LEA Director of Special Services or SEARCH coordinator. Addresses will be verified by the LEA, and a time for screening will be arranged. If the child fails one or more areas of the screening, the LEA will ask the Head Start teacher to complete the Referral for Multidisciplinary Services (SDE Form 3), and then the LEA will plan the evaluation (SDE Form 4). Head Start personnel will assist the LEA in obtaining parental consent for evaluation (SDE Form 5). LEA's obligation for evaluation is limited to students who are residents of the district.

B. The Head Start or the LEA will obtain parental consent for exchange of information between the two programs through use of the State of Oklahoma Standard Form: Consent for Release of Confidential Information.

C. The LEA special education program, with parental consent, will release copies of IDEA IEP's, multidisciplinary evaluations, necessary special education records and documentation of services provided to the Head Start when both agencies are involved in the identification, evaluation and provision of free appropriate public education (FAPE) to preschool children with disabilities.

D. The Head Start will release results of vision, hearing, developmental, health and speech screenings as well as other relevant information as a part of the Head Start Referral Packet developed in conjunction with LEA.

E. All information received by the Head Start from the LEA will be kept in a secure manner, which prevents unauthorized access, in a central location adhering to requirements of confidentiality under state and federal laws.

IV. COORDINATION OF SCREENINGS:

In the coordination of screening between the Head Start and the LEA special education program, the following process is agreed upon:

A. The LEA special education program and the Head Start will determine designated program personnel to be responsible for conducting screenings within each program to collaboratively implement requirements of the IDEA and Head Start Performance Standards (45 CFR 1308).

B. This agreement will include the following time frame for completion of screening or transfer of information. The time frame includes the **45 calendar days** timeline for screening of all children enrolled in the Head Start as mandated in the Head Start Performance Standards (45 CFR 1308). One or more of the following methods has been considered: (Check one or more as appropriate).

_____ 1. **Joint screening**: Screening will be conducted simultaneously by the Head Start staff and LEA Special Education staff within the same location.

__X__ 2. **Shared staff**: Local implementation may incorporate coordination of shared staff (e.g., required vision, hearing, speech/language, health, and developmental **screening** may be **conducted by** the **Head Start** under Head Start Program Performance Standards, and the **LEA** special education program may **complete required evaluations** under the IDEA).

__X__ 3. **Shared Information**: Screening will be provided for referrals by Head Start or as determined by both entities. A consent for release of information will be obtained at the time of referral by Head Start.

V. COORDINATION OF IEP/CHANGE OF PLACEMENT:

The Head Start team upon obtaining parent consent shall notify the Local Education Agency (LEA) when a family is considering the LEA as a placement for a transitioning child with special needs in order to include Head Start staff in the transition process and ensure all eligible children receive appropriate transition services. The Head Start and the LEA will conduct an IEP review when a change of program or placement of a child is being considered. A meeting may be requested by the parent, the Head Start staff or the LEA special education program staff. Procedural safeguards for notification will be followed.

VI. COORDINATION OF IN-SERVICE TRAINING:

The Preschool Coordinator of Special Education Services, OSDE, (405) 521-3351, and the Director of the Oklahoma Head Start Association, (405) 524-4923, will facilitate statewide in-service training. Head Start disabilities coordinators and LEA's contact these representatives in regards to their needs for training. Mutual priorities for these entities might include: Sensory Integration issues or Behavior Management.

VII. RESOLUTION OF DISPUTE

In the event of disputes between the Head Start and the LEA special education program, the following process will be followed for resolution:

A. The dispute will first be brought to the attention of the Head Start supervisor assigned to the classroom in the Shawnee school district and the Principal assigned by Shawnee Public Schools.

B. The dispute will be brought to the attention of the LEA Special Education Director, the Head Start Director, and the Head Start Disabilities Coordinator to seek resolution of the dispute.

C. If the issue is not resolved, the matter will then be submitted in writing to the Head Start Director and the LEA special education director or LEA superintendent to facilitate a resolution.

D. If the issue is not resolved, as described in section VII.B, then the matter will be submitted in writing to Special Education Services, OSDE, for assistance in the resolution of any IDEA dispute between the Head Start and the LEA.

E. If the issue is not resolved and is an issue under the Head Start Program Performance Standards 45 CFR 1308 the matter will be submitted to the Head Start Program Director who will inform the DHHS/ACF Regional office of the dispute and the intent to begin the formal dispute resolution procedures as written in the Head Start Impasse Resolution Policy for assistance in resolving the dispute.

This service agreement will be in effect August 1, 2026 through June 30, 2027.

SIGNATURES

Terrie Vicknair, Head Start/Early Head Start Director — Date: 6-10-2026

Superintendent, Print — Date

Superintendent, Signature — Date

Board of Education, Print — Date

Board of Education, Signature — Date

CONSULTANT CONTRACT

This agreement is made by and between Shawnee Public Schools 326 North Union ,Shawnee, Oklahoma 74801 and Educational Consultant Services 7 Lancet Circle, Shawnee, Oklahoma 74804.

1. Consultant Services: Hereby contracts to perform the following services in accordance with the terms and conditions set forth in the agreement to include but not limited to record/file review and communication with staff as needed.

2. Terms of Agreement: This agreement will begin August 4, 2026 and end May 20, 2027.

3. Place where services will be performed: Direct services will be provided at the Special Services Office of Shawnee Public Schools and District buildings as assigned.

4. Payment to the Consultant: The consultant will be paid $55.00 per hour for services provided as needed. District will be invoiced monthly for services provided.

5. Confidential Information: The consultant agrees that any information received during the furtherance of this contract will be treated by the consultant as confidential and will ensure aspects of FERPA.

6. Contract may be terminated by either district or consultant with notice of 10 school days.

7. Signatures: Both the district and consultant agree to the above contract .

Agreement Signatures

_____ Date_____

For Shawnee Public Schools

Shannon Bruton Date 6-2-26

Consultant

CLINICAL PLACEMENT SITE AGREEMENT
BETWEEN THE
OKLAHOMA BAPTIST UNIVERSITY
SCHOOL OF NURSING
AND
SHAWNEE PUBLIC SCHOOLS

This Agreement is made by and between Oklahoma Baptist University, Shawnee, OK, School of Nursing, with its principal address located at 500 W. University, Shawnee, Oklahoma 74804, ("University") and Shawnee Public Schools with its principal address located at 326 North Union, Shawnee Oklahoma 74801

RECITALS

A. Placement Site is capable of providing an appropriate location for teaching and practical clinical experience for nursing students; and,

B. Placement Site has an interest in assisting in the educational experience of University students; and,

C. University is currently conducting educational programs granting the degree of Bachelor of Science in Nursing (BSN) for which it desires a clinical site to further the training and experience of University's students.

TERMS

In consideration of the mutual promises and conditions contained in this Agreement, University and Placement Site agree as follows:

1.0 Purpose and Definition

1.1 Placement Site will provide a facility for University students to obtain appropriate clinical training and experience ("Clinical Experience"), and University will provide students to support the mission and efforts of Placement Site. The arrangement whereby one or more students shall participate in a Clinical Experience at the Placement Site shall be known as the "Clinical Program."

2.0 Term, Renewal, and Termination of the Agreement

2.1 This Agreement will be effective for a period of one year commencing on the date of the last authorizing signatures. Subject to the terms and conditions described below, this Agreement shall be extended automatically for successive one-year periods beginning August 1 of each succeeding year.

2.2 From time to time, the parties may discuss possible revisions of this Agreement which may be to their mutual interest.

2.3 This Agreement may be discontinued by either party, without cause, on 30 days advance notice advance written notice.

2.4 This Agreement may be terminated for cause by either party for failure to substantially comply with the terms and conditions of the Agreement. Termination for cause shall only occur following receipt of written notice and a reasonable opportunity to cure, such cure period not to exceed thirty (30) days.

2.5 In the event of termination of this Agreement, subject to all other terms of the Agreement, any student participating in a placement at the time of termination shall be allowed to complete the placement provided he or she is otherwise in good standing.

3.0 Responsibilities of University

Responsibilities of University under this Agreement shall be as follows:

3.1 Be in charge of all instructional activities for participating students and work cooperatively with Placement Site to establish student schedules, assignment of students to supervisors at Placement Site, and patient assignments.

3.2 Assign to Placement Site only faculty who are properly credentialed and who agree to follow Placement Site rules and regulations.

3.3 Designate a faculty member who will serve as liaison with the Placement Site.

3.4 Use its best efforts to send a specified number of students to participate in the Clinical Program. General information about the Clinical Program will be communicated to students prior to each academic year.

3.5 Assign to Placement Site only those students who have met all University requirements and qualifications and who agree to follow Placement Site rules and regulations.

3.6 Notify students of their assignments with Placement Site and provide Placement Site, University faculty, and participating students with a copy of the written University rules and responsibilities that apply to the students in the Clinical Program.

3.7 Submit to Placement Site, two (2) weeks before any student's clinical placement is to begin, the names of the affiliating students, the dates of placement and the assigned areas; such list shall be revised into a final registration list within two (2) weeks after University's add/drop registration period ends.

3.8 Provide Placement Site with documentation that participating students have successfully completed any academic or training prerequisites and medical or immunization tests deemed necessary for participation in the Clinical Program.

4.0 Responsibilities of Placement Site

Responsibilities of Placement Site under this Agreement shall be as follows:

4.1 Provide opportunities for observation and practical experience conducive to student learning and allow faculty and students to select and arrange Placement Site learning experiences that meet clinical objectives.

4.2 Advise University of the number of students who can be accommodated at Placement Site.

4.3 Provide University faculty with written policies, procedures, standards or care and protocols of Placement Site, which shall govern students and faculty involved in the Clinical Program.

4.4 Familiarize faculty and students with policies and procedures for the Placement Site, including with respect to privacy of patient information.

4.5 Provide orientation so that all students can become acquainted with Placement Site facilities, policies, procedures, Placement Site faculty and staff, and the needs of individuals and/or groups with whom the students will be working.

4.6 Provide evaluation of Students' performance in the clinical placement, including a written evaluation within the last two weeks of each academic term or as deemed necessary by either party.

4.7 Provide or obtain emergency treatment in the event of accident or illness to students while at Placement Site participating in the Clinical Program, such care to be provided at the students' expense.

5.0 Shared Responsibilities of University and Placement Site

5.1 University and Placement Site agree to work together to provide a quality Clinical Experience for students.

6.0 Requirements for Participating Students

In addition to any other requirements for participating students described in this Agreement, participating students shall be required to satisfy the following:

6.1 Students shall execute an agreement acknowledging their duties and responsibilities under Clinical Program, including their obligation to protect the privacy of patient information, a copy of which is attached and incorporated by reference.

6.2 Students shall carry and furnish evidence of health insurance.

6.3 Students shall be covered under a Student Blanket Professional Insurance policy obtained by the University with limits of $1,000,000 per claim, $3,000,000 aggregate.

6.4 Students must complete all immunizations required by University prior to beginning of the Clinical Experience and must present evidence of a negative chest x-ray or negative TB skin test, MMR, Varicella, Hep B., Tdap, Background Check, and Drug Screen.

6.5 Student shall have CPR certification with AHA Health Care Provider.

7.0 Clinical Facilities

Placement Site agrees to provide the following:

7.1 Adequate facilities for Clinical Experience, including use of Placement Site's medical library, if one exists, or space for reference materials for students;

7.2 Opportunity for student practice and observation in patient/educational areas and other areas of Placement Site.

7.3 Use of classrooms and/or conference room space for instructional purposes.

7.4 To the extent available, dressing rooms and locker space, or the equivalent, for students and faculty involved in the Clinical Program. (Lockers for students may be shared.)

7.5 Use of dining room by students and faculty on the same basis as Placement Site employees.

8.0 Standards of Conduct; Discipline

8.1 University and Placement Site agree that all students and faculty assigned to Placement Site shall adhere to all rules, regulations, and standards applicable to University and Placement Site, including but not limited to standards of ethical and professional conduct as set forth in the student handbook or policies governing University's nursing program, and specifically including rules with respect to dress code and identification.

8.2 Any problems or questions that arise concerning an individual student shall be discussed with a University faculty, the Chair for the School of Nursing, or his/her designee.

8.3 Placement Site has the right to require University to withdraw a student from his/her clinical placement in circumstances where:

8.3.1 Student's achievement, competence, progress, adjustment, or health does not warrant continuation at Placement Site; or,

8.3.2 Student's behavior fails to conform with the applicable policies of Placement Site; and,

8.3.3 Placement Site provides the student with notice of the problem and an opportunity for the student to respond before a final decision is made.

8.4 Placement Site reserves the right to exclude from its premises any student whose conduct or state of health is deemed detrimental to proper administration of Placement Site, provided Placement Site consults with and advises University's liaison prior to such exclusion or, if circumstances warrant, immediately thereafter.

9.0 Authority for Placement Site Operations and Patient Care

Placement Site retains ultimate responsibility for all aspects of Placement Site operations, including but not limited to retaining ultimate responsibility for and supervision over patient care. University shall not be responsible for the performance of students at Placement Site.

10.0 Student Records and Evaluation

10.1 Placement Site agrees to complete, on a timely basis, all evaluations and student records developed by University concerning student participation and performance in the Clinical Program.

10.2 The parties acknowledge that many student educational records are protected by the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232, 34 CFR Part 99, and that generally student permission must be obtained before releasing student-specific data to anyone other than University.

10.3 Placement Site shall permit University to collect evaluation data from patients/clients who have received care from participating students, provided that information will be collected in an anonymous format and used solely for program evaluation.

11.0 Investigation of Liability Claims

In the event there is litigation against University, a participating student, or a University faculty member related, pertaining to student or faculty actions taken in connection with Clinical Program, Placement Site agrees to provide University access and authority to investigate claims directly on-site and to obtain such information from Placement Site as it may require in the defense of any claims.

12.0 Workers' Compensation

12.1 University and Placement Site agree that Placement Site is not responsible for any Workers' Compensation or disability claim filed by a student or by a

University faculty member.

12.2 Students are not employees of University or Placement Site, and are not covered by Workers' Compensation.

12.3 The faculty are employees of University and are covered accordingly under Workers' Compensation.

13.0 Non-Discrimination

The parties agree to comply with all applicable federal, state, local, and university laws, ordinances and rules, and specifically agree not to unlawfully discriminate against any individual on the basis of race, color, religion, sex, age, disability, veteran's status, national origin or any other basis protected under Federal or state law.

14.0 Privacy of Health Information/HIPAA Compliance

14.1 It is the intent of the parties to comply with all applicable requirements of HIPAA in connection with this Agreement. During the time that the University's students and faculty are at the Placement Site and participating in clinical training involving Protected Health Information regulated by the federal HIPAA Privacy Regulations, these students and faculty will be considered a part of the workforce of the Placement Site with respect to HIPAA compliance and the students and faculty may use Protected Health information of the Placement Site for clinical teaching purposes.

14.2 Students are subject to the training requirements of the Placement Site and will attend the Placement Site's HIPAA awareness training. Additionally, the University shall advise all students of the importance of complying with all relevant state and federal confidentiality laws including HIPAA. The University agrees to provide students and faculty with training as to the requirements of the privacy provisions of HIPAA.

14.3 If students need to bring Protected Health Information back to the University for teaching purposes at the University, students shall use a limited data set to de-identify the identifying elements of information as required by HIPAA.

15.0 Relationship of the Parties

Placement Site is an independent contractor and shall not be deemed or construed to be an employee, agent, partner or joint venturer with University nor vice versa.

16.0 Severability

In the event any court of competent jurisdiction determines that any provision of this agreement is invalid or unenforceable for any reason, all remaining provisions will remain in full force and effect.

17.0 Governing Law

This Agreement shall be governed by and construed under the laws of the State of Oklahoma.

18.0 Successors and Assigns

This Agreement, and each and every provision hereof, shall be binding upon and shall inure to the benefit of the parties and their respective successors and assigns.

19.0 Notice

Any notice to either party hereunder must be in writing signed by the party giving notice, and shall be deemed given when mailed, postage prepaid, by U.S. Postal Service first class, certified, or express mail, or other overnight mail service, or hand delivered, when addressed as follows:

To University:

Oklahoma Baptist University
School of Nursing
500 W. University
Shawnee, Oklahoma 74804

To Placement Site:

Shawnee Public Schools
326 North Union
Shawnee, OK 74801

or to such other addressee as may be hereafter designated by written notice.

20.0 Counterparts

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and shall constitute the same instrument. To facilitate the execution of this Agreement, the parties may execute the Agreement via facsimile or e-mail attachment.

21.0 Entire Agreement; Modification

This Agreement contains all the terms between the parties and may be amended only in writing signed by both parties.

22.0 Independent Judgment.

The parties represent and warrant to one another that this Agreement is entered into based on each party's independent analysis, with the advice of counsel, of the facts and legal principles relevant to the terms and conditions of this Agreement.

23.0 Time is of the Essence

The parties agree that time is of the essence in all respects concerning this Agreement and performance hereunder.

IN WITNESS WHEREOF, this Agreement is hereby agreed to as the date last signed by authorized representatives of Placement Site and University

UNIVERSITY:	PLACEMENT SITE:
Acknowledged by:	Approved and Accepted for:
Oklahoma Baptist University, School of Nursing	Shawnee Public Schools
Stephanie Parker (Signature)	_____ (Signature)
Stephanie Parker (Printed Name)	_____ (Printed Name)
Chair (Title)	_____ (Title)
May 18, 2026 (Date)	_____ (Date)

Central Tribes of the Shawnee Area, Inc.
1535 N. McKinley, Shawnee, OK. 74801
Phone: (405)275-4870 Fax: (405)275-9684

Special Services Agreement

This is a Local Agreement between **Independent School District-63-1093-Shawnee Public Schools of Pottawatomie County, Oklahoma**, hereinafter referred to as the "**Local Education Agency (LEA)**", and **Central Tribes of the Shawnee Area, Inc.** **(CTSA HEAD START)** 1535 N. McKinley, Shawnee, Oklahoma 74801 hereinafter referred to as the **"Local Head Start"**.

The following information states the Terms and Responsibilities of parties regarding Local Head Start eligible children ages three (3) through five (5) identified as having disabilities in accordance with procedures established by the Oklahoma State Department of Education (OSDE) and by the Head Start Performance Standards 45 CFR1308 (HSPS). These regulations are promulgated under federal and state laws governing the education of children with disabilities.

1. TERMS OF SPECIAL SERVICES AGREEMENT, TERMINATION AND MODIFICATION:

A. This agreement shall be for a period of eleven (11) Months. Thereafter, the parties will renew the Special Service Agreement every year, two (2) or three (3) months before the next school year; in which at this time a new Special Service Agreement will be sent to the LEA to be signed by the President of Board Education of the School District, Director of Special Education, Education, Disabilities Manager and the Executive Director of the Head Start program.

b. The Special Service Agreement may be terminated by the Local Head Start or the LEA at any time during the term of the Agreement. Termination shall be effective Thirty (30) days after receipt of written notice sent by United States Registered mail to the other party at the above address.

c. The agreement may be modified by the parties, provided that no modification to any provisions of the Agreement shall be binding upon the parties unless in writing and signed by the President of Board Education of the School District, Director of Special Education, Education, Disabilities Manager and the Executive Director of the Head Start program.

2. LEA RESPONSIBILITIES:

A. Individuals with Disabilities Education Act (IDEA), Section 619 (preschool) funds received for the provision of services to Eligible Children with disabilities, ages three (3) through five (5) who are served in the Local Head Start Program are expended in accordance with IDEA requirements of the Individuals with Disabilities Education Act (IDEA). Funds may be used for, but are not limited to, the following: cost of evaluations; materials; and supplies; and contractual agreements for services when the Local Head Start Program has a qualified provider and/or the provision of qualified providers for IDEA Individualized Education Program (IEP) services.

B. Upon referral from the Head Start Disability Manager, the LEA shall provide a Multidisciplinary team evaluation, when appropriate for determination of the need for special education and related services under IDEA, while enrolled in the Head Start Program.

C. The LEA shall be responsible for the provision of procedural safeguard and due process for any child determined to be eligible under the IDEA who is enrolled in the Head Start Program.

D. The LEA must provide, through prior written notice of meeting, that the appropriate Head Start Representative is directly involved, receive appropriate documentation throughout the process of referral, evaluation and/or placement of children with disabilities and provide quarterly progress reports on Head Start Children with Disabilities enrolled in the Head Start Program.

E. The LEA shall ensure the provision of appropriate special education and related services to those eligible children with disabilities under IDEA enrolled in the Head Start Program. All IDEA services for which the child is eligible will be documented on the IEP with the responsible person(s)/agency specified for the provision of each service.

F. The LEA will maintain and submit to the OSDE the annual child counts of IDEA eligible preschool (Head Start) children with disabilities served in the LEA and by the Head Start Program.

g. The LEA will serve children within Independent **Shawnee Public School** in Pottawatomie County, Oklahoma.

3. LOCAL HEAD START RESPONSIBILITIES:

A. The Head Start Program shall provide screening and ASQ-3/ASQ SE-2 Assessments for all children enrolled in the Head Start as required by Head Start Performance Standards (45 CFR 1308) and participate in Child Find activities under the IDEA with the LEA, and in coordination with the LEA, shall provide parents with their rights under these programs.

B. The Head Start Program shall provide all Head Start services to any Head Start to any child who meets eligibility requirements in accordance with the Head Start Program Performance Standards on services with Children with Disabilities regardless of the child's involvement in or eligibility for Special Education Services under the IDEA or this Agreement.

C. A Head Start representative will participate in the LEA referral procedures, multidisciplinary evaluation, IEP development, implementation of the portions of the IEP's identified for the Head Start Program, and the IEP review as appropriate. When Head Start initiates and develops a Head Start Managed IEP, Head Start must invite, in writing, the participation of representative of the LEA. Head Start Performance Standards (45 CFR 1308) requirements for parent involvement and notification must also be followed for IEP meetings initiated by the Head Start Program.

D. The Head Start Program will provide a support system for families and Children with Disabilities through training, information dissemination and involvement in the program as well as collaboration with the LEA and other community services.
When the Head Start Program develops Head Start Managed IEP's, family goals and objectives for the child must be addressed.

E. The Head Start Disabilities Manager shall work with the LEA for assurance of collaboration and coordination of services to preschool Children with Disabilities.

F. If a child does not meet the OSDE's requirements under the IDEA, but meets one or more of the eligibility criteria in the Head Start Program Performance Standards 45 CFR 1308 then a Head Start Managed IEP should be developed for the child, ***determined by the LEA evaluation. The evaluator should indicate areas of delay and corresponding goals with a signature as feedback for the Head Start program on the Head Start IEP Form in the referral packet.***

G. The Head Start Program will provide the number of children receiving IEP services to the LEA for the Child Count Report prior to October 1st annually, on the Child count Report Form provided by the LEA. In reporting the number of children on IDEA IEPs to the LEA for child count purposes, the Head Start Program should provide a separate listing of children on Head Start Managed IEP's.

H. The Head Start Program agrees to provide and participate with the LEA in joint training of staff and parents as appropriate.

I. The Head Start Agreement with the LEA addresses planning of cost-sharing resources and funding to assure that integrated services are implemented in a manner that maintains State and Federal fiscal support for children with disabilities in these programs. The Head Start Program and the LEA agree to the following cost-sharing services:

1. *Head Start will provide all required screenings prior to referral to* ***Shawnee Public Schools****. Head Start will also obtain necessary release of information from parent/guardian so that pertinent Head Start screenings can be utilized to develop an appropriate placement.*

Note: *Special Education and related services are available to qualified children through* ***Shawnee Public Schools****. Standard referral procedures should be used to determine IDEA eligibility.*

4. COORDINATION OF REQUIRED DOCUMENTATION:

To coordinate paperwork required by the Head Start Program and the LEA Special Education Program, the following process is appropriate:

A. When Head Start wishes to refers a child to the LEA for possible services, Head Start personnel will contact the LEA Director of Special Services or Child Find Coordinator. Head Start personnel will assist the LEA with in obtaining parental consent for evaluation (SDE Form 4-that LEA will provide). Address will be verified by the LEA, and then the LEA will plan the evaluation.

B. The Head Start or the LEA will obtain parental consent for exchange of information between the two programs through use of the State of Oklahoma Standard Form: Consent for Release of Confidential Information.

C. The LEA Special Education Program, with parental consent, will release copies of IDEA IEP's, multidisciplinary evaluations, necessary special education records and documentation of services provided to the Head Start Program when both agencies are involved in the identification, evaluation and provision of Free Appropriate Public Education (FAPE) to preschool children with disabilities.

D. The Head Start will release results of vision, hearing, developmental, health and speech screenings as well as other relevant information as a part of the Head Start Referral Packet developed in conjunction with LEA, with parental consent.

E. All information received by the Head Start Program for the LEA will be kept in a secure manner, which prevents unauthorized access, in a central location adhering to requirements of confidentiality under state and federal laws.

5. COORDINATION OF SCREENINGS:

In the coordination of screening between the Head Start Program and LEA Special Education Program, the Following process is agreed upon.

A. The LEA Special Education Program and the Head Start Program will determine designated program personnel to be responsible for conducting screenings within each program to collaboratively implement requirements of the IDEA and Head Start Performance Standards (45 CFR 1308).

B. This agreement will include the following time frame for completion of transfer of information. The time frame includes the **45 school days'** timeline for screening of all children enrolled in the Head Start Program as mandated in the Head Start Performance Standards 45 CFR 1308.

One or more of the following methods has been considered: (Check one or more as appropriate)

_____1. **Joint Screening** – Screening will be conducted simultaneously by the Head Start Staff and the LEA Special Education staff will within the same location.

_____2. **Shared Staff** – Local implementation may incorporate coordination of shared staff (e.g. required vision, hearing, health, and developmental screening may be conducted by the Head Start Program under Head Start Program Performance Standards, and the LEA Special Education Program may complete required screening under the IDEA and Speech/Language).

____ 3. **Shared Information** – Screening information will be provided for referrals as determined by both entities. Consent for Release of Confidential Information will be obtained at the time of screening.

6. COORDINATION OF IEP/CHANGE OF PLACEMENT:

The Head Start Program and the LEA will conduct an IEP Review when a change of the program or placement of a child is being considered. A meeting may be requested by the parent, the Head Start Staff, or the LEA Special Education Program Staff. Procedural safeguards for notification will be followed.

7. COORDINATION OF IN-SERVICE TRAINING:

The Preschool Coordinator of Special Services, OSDE, (405) 521-3351, and the Director of the Oklahoma Head Start Association, (405) 524-4923, will facilitate statewide in-service training. Head Start Disabilities Coordinators and LEAs should contact these representatives in regard to their needs for training. Mutual priorities for these entities include:

A. Sensory Integration issues.
B. Behavior Management ____
C. Other issues as determined by Head start and **Shawnee Public Schools**

8. RESOLUTION OF DISPUTE:

In the event of disputes between the Head Start Program and the LEA Special Education Program, the following process will be followed for resolutions:

A. The dispute will first be brought to the attention of the Head Start Executive Director assigned to the classroom in the **Shawnee Public School District** and the principal assigned by **Shawnee Public Schools.**
B. The dispute will be brought to the attention of the LEA Special Education Director, Head Start Executive Director, and Head Start Disabilities Manager to seek resolution of the dispute.
C. If the issue is not resolved, the matter will be submitted in writing to the Head Start Executive Director and the LEA Special Education Director of LEA Superintendent to facilitate a resolution.
D. If the issue is not resolved, as described in Section VII B, then the matter will be submitted, in writing to Special Education Services, OSDE, for assistance in the resolution of any IDEA dispute between the Head Start Program and the LEA.
E. If the issue is not resolved and is an issue under the Head Start Program Performance Standards (45 CFR 1308) the matter will be submitted, in writing to the Region VI Disability Services Quality Improvement Center (DSQIC) UAP of Arkansas, 501 Woodland, Suite 210, Little Rock, Arkansas 72202 (800-831-4827 Ext. 9906) and/or the Region VI Office, Administration of Children, Youth and Families. The American Indian DSQICk, P. O. Box 5508, Norman, OK., 73070, may also be contacted for assistance in resolving disputes.

This Special Service Agreement will be effective on **August 14th, 2026** and ending **July 30th, 2027**.

_____ _____
Board of Director **Date**

_____ _____
Superintendent **Date**

Sonya Bird 5/13/2026
Head Start Executive Director **Date**

OKLAHOMA DEPARTMENT OF HUMAN SERVICES
SCHOOL-BASED FAMILY SPECIALIST CONTRACT WITH
COUNTY OF POTTOWATOMIE ABA SPS DIST I-93

This contract ("Contract") is effective from July 1, 2026 ("Effective Date") through June 30, 2027, between the Oklahoma Department of Human Services ("OKDHS") and COUNTY OF POTTOWATOMIE ABA SPS DIST I-93 ("School District" or "Contractor") located at 326 North Union Avenue, Shawnee, Oklahoma 74801, United States (collectively "the Parties"). **This Contract includes three one-year renewal options**. This Contract includes the following attachments:

Attachment A: Scope of Work.

Attachment B: OKDHS Information Security Requirements.

I. Compensation, Invoicing, and Payments

In consideration of the performance of said services and in accordance with Attachment A, OKDHS agrees to pay Contractor 80% of each SBFS's annual compensation, not to exceed $60,000.00.

In accordance with 74 O.S. § 85.44(B), payment for all services herein shall be made in arrears after products have been delivered or services are provided. OKDHS shall not make any advance payments or advance deposits. Interest on late payments made by the State of Oklahoma is governed by 62 O.S. §§ 34.71 and 34.72.

Contractor shall bill OKDHS monthly for services. Claims for reimbursement of services shall be submitted within 90-calendar days of the provision of services. A properly completed invoice **shall** include the following items:

1. Contractor's name, address, and FEI number;
2. invoice date;
3. period covered by invoice;
4. **purchase order number**;
5. any other data, reports, information, and documentation required under this Contract;
6. detail of the services provided and be in accordance with the terms and conditions of this Contract.

For invoices involving payment for Contractor's time, the invoice must be signed

and contain the following statement:

> By my signature I attest that this invoice is an accurate and true representation of my time in relation to the services provided to the OKDHS.

The invoice shall be submitted to dhsaccountspayable@OKDHS.org.

OKDHS has 45 days from presentation of a proper invoice to issue payment to Contractor.

OKDHS may withhold or delay payment to any contractor failing to provide the required programmatic documentation and requested financial documentation.

If OKDHS finds that an overpayment or underpayment has been made to Contractor, OKDHS may adjust any subsequent payments to Contractor to correct the account. OKDHS shall issue a written explanation of the adjustment to Contractor.

If Contractor is unable to support any part of its invoice to OKDHS and it is determined that such inability is attributed to misrepresentation of fact or fraud on the part of Contractor, Contractor shall be liable to OKDHS for an amount equal to such unsupported part of the claim in addition to all costs, including legal, attributable to the reviewing and discovery of said part of claim. Liability under this paragraph shall be determined within two years of the discovery of such misrepresentation of fact or fraud by Contractor.

To comply with 2 C.F.R. § 200.415 (Required Certifications), invoices requesting payment must include a certification, signed by an official who is authorized to legally bind Contractor, which reads as follows:

> By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

II. Modification

Any change to any of the material terms of the Contract shall be in writing and approved by both parties. Any change in services provided prior to the execution of a mutually approved contract modification (e.g., amendment or addendum) is not eligible for payment. When a budget is attached, it is agreed by both parties that all budget changes between line items exceeding 0% shall be in writing and approved by Contractor and OKDHS prior to any change in service.

III. Termination

A. Termination for Convenience

OKDHS shall terminate the Contract in whole or in part for convenience when it is in OKDHS's best interest. OKDHS shall terminate the contract by delivering to Contractor a Notice of Termination for Convenience, specifying the terms and effective date of contract termination. The Contract termination date shall be a minimum of 30-calendar days from the date OKDHS issues the Notice of Termination for Convenience.

Notice of termination shall be in writing and electronic notification shall be sufficient.

When the Contract is terminated, OKDHS is liable only for products and services delivered and accepted and for costs and expenses, exclusive of profit, reasonably incurred prior to the date upon which Contractor received the Notice of Termination for Convenience.

B. Termination for Cause

Contractor may terminate the Contract for default or other just cause with a 30-calendar day written request. OKDHS may terminate the Contract for default or other just cause upon written notification to Contractor.

Notice of termination shall be in writing and electronic notification shall be sufficient.

When the Contract is terminated, OKDHS is liable only for payment for products and/or services delivered and accepted.

C. Termination for Funding Insufficiency

OKDHS cannot guarantee the continued availability of funding for this Contract, notwithstanding the consideration stated herein. In the event funds to finance this Contract become unavailable either in full or in part due to insufficient funding, OKDHS may terminate this Contract or reduce

this Contract consideration, upon written notice to Contractor. The notice shall be delivered by electronic means (e.g., email), certified mail, return receipt requested, or hand-delivered with written proof of delivery. OKDHS shall be the final authority as to the availability of funds. The effective date of such Contract termination or reduction in consideration shall be specified in the notice, provided the funding adjustments stated in this paragraph shall not apply to payments made for services satisfactorily completed, prior to the effective date of the termination or reduction. In the event of a reduction in Contract consideration, Contractor may work with OKDHS to reduce the Scope of Work proportionately or cancel this contract as of the effective date of the proposed reduction upon advance written notice to OKDHS. Both parties shall make a good faith effort to reach mutual agreement on reasonable phase-out costs upon notice of termination or reduction of this Contract.

IV. Sub-Contracting

The service to be performed under this Contract shall not be assigned or sub-contracted in whole or in part to any other person or entity without advance OKDHS written consent. The terms of this Contract and such additional terms as OKDHS may require shall be included in any approved sub- contract and approval of any sub-contract shall not relieve Contractor of any responsibility for performance required under this Contract.

V. Travel Expenses

Travel expenses incurred pursuant to an acquisition by OKDHS shall be included in the total acquisition price in the Contractor's Contract. OKDHS shall not pay any travel expenses in addition to the total price in the Contract.

VI. Insurance

Contractor shall obtain and retain insurance including workers' compensation, vehicle insurance, medical malpractice, and general liability as applicable or as required by federal or state law prior to commencement of any work under this Contract. Contractor shall timely renew the policies to be carried throughout the term of this Contract and shall provide OKDHS with evidence of such insurance and renewals upon request, pursuant to this Section.

VII. Limitation of Liability

Contractor agrees to indemnify OKDHS and the State of Oklahoma in respect to all damages, expenses, fines, judgments, and costs including, but not limited to, attorney fees arising from negligence, acts or omissions of the contractor, or its

agents, sub-contractors, and assigns in connection with performance of this contract. Without waiving any defense or immunity and subject to the Oklahoma Governmental Tort Claims Act, OKDHS agrees to bear all expenses, fines, judgments, and costs that may arise from any acts or omission of its officials or employees in connection with this Contract.

VIII. Employment Relationship

This Contract does not create an employment relationship. Individuals performing services required by this Contract are not employees of OKDHS or the State of Oklahoma. Contractor's employees shall not be considered employees of OKDHS nor the State of Oklahoma for any purpose and accordingly shall not be eligible for rights or benefits accruing to state employees. OKDHS retains the right to request replacement of assigned staff paid in full or partially by this Contract.

IX. Confidential Information

Contractor recognizes that OKDHS has and will have agency and client information that is confidential and need to be protected from disclosure. Contractor agrees that Contractor's employees and any of its agents shall not at any time or in any manner, either directly or indirectly, use any information for Contractor's benefit or divulge, disclose, or communicate in any manner any confidential information to any third party.

X. Grievance Procedure

When this Contract involves services to OKDHS clients, Contractor shall have a system for resolution of said grievances in place. The grievance system used by Contractor shall be subject to prior OKDHS approval.

XI. Access to and Retention of Records

As used in this clause, records includes books, documents, accounting procedures and practices, and other data regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form. In accepting any contract with OKDHS, Contractor agrees any pertinent federal or state agency shall have the right to examine and audit all records relevant to execution and performance of the resultant contract.

Contractor is required to retain records relative to the contract for the duration of the Contract and for a period of seven years following completion and/or termination of the Contract. When an audit, litigation, or other action involving such records is started before the end of the seven-year period, the records are required to be maintained for two years from the date that all issues arising out of the action are resolved or until the end of the seven-year retention period,

whichever is later.

XII. Audit

Contractors expending state or federal funds from all funding sources in excess of the threshold established in 2 C.F.R. § 200.501 shall be required to have a single audit or a program-specific audit conducted in accordance with 2 C.F.R. Part 200, Subpart F. Audit costs may not be charged to any of the OKDHS contracts when no audit has been performed, or has not been prepared in accordance with this requirement.

Contractors that are required to have an audit conducted for compliance with 2 C.F.R. § 200.501 shall submit to the Federal clearinghouse (FAC) a single copy of the data collection form and the reporting package as required by 2 C.F.R. § 200.512 within the earlier of 30 days after receipt of the auditor's report(s) or nine months after the end of the audit period. If an independent audit is not posted in the required time, or there have been findings, OKDHS will have the option to consider taking action under the Failure to Comply clause of this Contract.

If Contractor is a tribal entity and has chosen to opt out of audit report submission pursuant to 2 C.F.R. § 200.512, Contractor shall submit a copy of the audit report in paper or electronic form to:

Oklahoma Department of Human Services
Office of Internal Audit
P.O. Box 25352
Oklahoma City, Oklahoma 73125

Documents submitted in electronic format shall be emailed to: FIN.InternalAudit@okdhs.org.

XIII. Failure to Comply

Contractor shall be subject to all applicable state and federal laws, rules and regulations, and all amendments thereto. Contractor agrees that should it be in noncompliance, OKDHS may impose additional conditions as provided in 2 C.F.R. § 200.207; or, as provided in 2 C.F.R. § 200.338, temporarily hold cash payments pending correction of the deficiency, disallow all or part of the cost of the activity or action not in compliance, suspend or terminate the contract in part or in whole, withhold further awards for the project or program, or take other remedies legally available. Compliance with the requirements shall be Contractor's responsibility, without reliance on or direction by OKDHS.

If, during the term of this Contract or afterward the federal government declares a disallowance of federal funds and withholds funds from OKDHS because of

Contractor's inaccurate or false claim(s) for services, Contractor shall compensate and indemnify OKDHS in an amount equal to the federal funds withheld from OKDHS.

In any disallowance or deferral action in which Contractor may be liable to DHS for the loss of funds as set forth in the preceding paragraph, OKDHS shall cooperate with Contractor in defense of its actions by providing or making available related records and documents and permitting OKDHS staff to provide technical assistance to Contractor in preparing its defense; however, OKDHS assumes no other liability for the defense of the disallowance. Contractor shall ensure that all documentation is maintained for any claims for federal funds filed by OKDHS on Contractor's behalf.

XIV. Compliance with the Law

Contractor shall be subject to all applicable federal and state laws, rules, and regulations, and all amendments thereto. Contractor agrees to devote special attention to its responsibilities under Oklahoma statutes; and observance of the compliance with the requirements, therefore, shall be Contractor's responsibility without reliance on or direction by OKDHS.

XV. Jurisdiction, Venue, and Choice of Law

This Contract is governed in all respects by the laws of the State of Oklahoma without regard to application of choice of law principles. In the event any litigation occurs concerning the terms and conditions of this Contract or the rights and duties of the Parties, the Parties agree that venue for any action, claim, dispute, or litigation relating in any way to this Contract shall be in Oklahoma County, Oklahoma.

XVI. Severability

If any provision of this Contract, or the application of any term or condition to any party or circumstances, is held invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable and the application of such provision to other parties or circumstances shall remain valid and in full force and effect.

XVII. Equipment

It is understood that no items of equipment, real property, or other capital purchases shall be reimbursed under the provisions of this Contract unless pre-approved by OKDHS and included in the attached line-item budget. Equipment is defined as an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost which equals or exceeds the

lesser of the capitalization level established by the Contractor for financial statement purposes, or $5,000.00, in accordance with 2 C.F.R. § 200.439. If federal funds are used to acquire equipment, purchases made by the Contractor must comply with federal Procurement Standards under 2 C.F.R. §§ 200.318-327. Contractor must properly manage, use, and maintain the equipment in compliance with 2 C.F.R. § 200.313. Requests for reimbursement of equipment submitted to OKDHS must be accompanied by copies of paid invoices, the Contractor's depreciation schedule, and an itemized inventory listing serial number(s), and item description for all assets purchased under this Contract. No equipment or other capital asset purchased through this Contract may be disposed of, at any time, without prior approval of the OKDHS and the Federal awarding agency. The disposition of equipment or any other capital asset that is purchased with federal funds is directly subject to the authority and determination of the Federal awarding agency and must comply with the associated cost principles of the federal grant.

It is understood that no items of equipment, property or other capital purchases shall be reimbursed under the provisions of this contract. Equipment is defined as an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost which equals or exceeds the lesser of the capitalization level established by the Contractor for financial statement purposes, or $5,000.00.

XVIII. Conflict of Interest

All contractors are required to disclose any outside activity or interest that conflict or may conflict with the best interest of OKDHS. Prompt disclosure is required if the activity or interest is related, directly or indirectly, to any person or entity currently under contract with or seeking to do business with OKDHS, its employees or any other third-party individual or entity awarded a contract with OKDHS. Further, if Contractor has an obligation under the contract, any plan, preparation or engagement in any such activity or interest shall not occur without prior written approval of OKDHS. Any conflict of interest shall, at the sole discretion of OKDHS, be grounds for partial or whole termination of the contract.

XIX. Failure to Enforce

Failure by the State of Oklahoma at any time to enforce the provisions of this contract shall not be construed as a waiver of any such provisions or of the state’s right to do so. Such failure to enforce shall not affect the validity of this contract or any part thereof or the State of Oklahoma’s right to enforce any provisions at any time in accordance with its terms. Further, the State’s selection of one remedy at law or in equity shall not be deemed an election of remedies and the State of Oklahoma shall maintain all rights and remedies provided herein.

XX. Oklahoma Taxpayer and Citizen Protection Act of 2007

Contractor certifies that it, and all proposed sub-contractors whether known or unknown, at the time this Contract is executed or awarded are in compliance with 25 O.S. § 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. § 1312 and includes, but is not limited to, the free Employee Verification Program (E-Verify) available at www.dhs.gov/E-Verify.

XXI. Other Certifications

Contractor certifies compliance with the provisions of the 1964 Civil Rights Act, Education Amendment of 1972; Section 504 of the Rehabilitation Act 1973; the Age Discrimination Act of 1975; the Hatch Act; the Pro-Children Act of 1994; Drug Free Workplace Act of 1988; the American with Disabilities Act of 1990; Title IX or the Education Amendments of 1972; 31 U.S.C. Section 1352, Public Law 105-78; Section 503 of Division F, Title V, of the FY12 Consolidated Appropriations Act; 41 U.S.C. 4712 and the National Defense Authorization Act (NDAA) for Fiscal year (FY) 2013; Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708); Anti-Lobbying Act (31 U.S.C. 1325); Internal Revenue Service Publication 1075 (regarding use, access and disclosure of Federal Tax Information); the Clean Air Act (42 U.S.C. 7401) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387) as amended; mandatory standards and policies relating to energy efficiency as outlined in the State of Oklahoma's energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201); 2 C.F.R. § 200.112 (Conflict of Interest); 2 C.F.R. § 200.113 (Mandatory Disclosures); 2 C.F.R. § 200.322 (Domestic Preferences for Procurements); registered as business entity licensed to do business in the State, having obtained a sales tax permit, and be current on franchise tax payments to the State, as applicable; and, the Single Audit Act of 1984; as applicable.

When the contract exceeds $100,000, Contractor will comply with all applicable standards, orders or requirements issued under Section 306 of Clean Air Act (42 U.S.C. 7606), Executive Order 11738, and Environmental Protection Agency (EPA) regulations 40 C.F.R. Part 1500 which prohibits the awarding of non-exempt Federal contracts, grants or loans to facilities included on EPA's list of violating facilities. The contractor will report violations to EPA. In addition, contractor will comply with all applicable standards, orders or requirements under section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and EPA regulations 40 C.F.R. Part 1500.

The parties acknowledge and agree whistleblower protections required per 48

C.F.R. § 3.900 may apply to this contract or grant and that no contractor's employee, sub-contractor, or grantee may be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or public body enumerated in said section when that employee reasonably believes evidence exists of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety or a violation of law, rule or regulation related to a federal contract.

XXII. Debarment, Suspension, and Other Responsibility Matters

By signing the Contract, Contractor attests and assures that no employee or any of its principals performing hereunder:

A. are presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

B. have, within a three year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or, commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

C. have, within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal, State or local entity; nor,

D. are presently indicted for, or otherwise criminally indicted, or charged by a governmental entity with any of the offenses enumerated above in this section.

XXIII. False Claims Act

Contractor shall promptly notify OKDHS of any credible evidence that a principal, employee, agent, contractor, sub-grantee, sub-contractor, or other person submitted a false claim under the False Claims Act or committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

XXIV. Energy Discrimination Act

OKDHS must comply with the Energy Discrimination Elimination Act of 2022 and shall divest itself from any financial company that boycotts the energy industry. This may directly or indirectly affect the ability of OKDHS to contract with Contractor. By entering this Contract, Contractor certifies that it does not boycott energy companies and will not boycott energy companies during the term of this Contract. This certification is required for Contractors with ten or more full-time employees contracting with OKDHS for $100,000.00 or more.

XXV. OKDHS Logo Requirements

Contractor may not use the OKDHS name or logos without OKDHS's explicit written permission.

During the term of the Contract, if OKDHS authorizes Contractor to use its name or logos, Contractor shall include the OKDHS logo on its website and on all printed materials to indicate services are provided in coordination with OKDHS. A OKDHS logo may be obtained from the OKDHS website: http://www.okdhs.org/library/news/mk/docs/logos.htm or by navigating to the OKDHS website at www.okdhs.org, select Newsroom and select Logos. Logo size selection and placement on materials or website shall be appropriate as determined by Contractor. Records of the use of OKDHS logo shall be maintained by Contractor and available for review at OKDHS's discretion. Contractor is not authorized to modify the OKDHS logo or to use it in an inappropriate fashion. OKDHS bears no costs associated with Contractor's placement or use of the OKDHS logo. Upon OKDHS's request or termination or expiration of the Contract, Contractor shall remove the OKDHS logo from its website and cease production of OKDHS logo on printed materials. OKDHS solely reserves the right to determine enforceability of this clause.

XXVI. Waiver of Breach

No failure by OKDHS to enforce any provisions hereof after any event of default by the Contractor shall be deemed a waiver of OKDHS's rights with regard to that event, or any subsequent event. Waiver shall not be construed to be a modification of the terms of the contract.

XXVII. Summation

This Contract, including all attachments, addendums, and amendments, constitutes the entire agreement and understanding between the parties and supersedes all prior or contemporaneous discussions, representations, or contracts, whether written or verbal of the parties relating to the work to be performed.

Signatures

The undersigned represent and warrant that they are authorized, as representatives of the party on whose behalf they are signing, to sign this Contract and to bind their respective party thereto.

OKLAHOMA DEPARTMENT OF HUMAN SERVICES:	**SCHOOL DISTRICT:**
Authorized Signature	**Authorized Signature**
Printed Name	**Printed Name**
Title	**Title**
Date	**Date**

ATTACHMENT A

SCHOOL-BASED FAMILY SPECIALIST
STATEMENT OF WORK

I. PURPOSE

The purpose of this Statement of Work is to describe the responsibilities under the Contract of each party in the development, implementation, and operation of the **School-Based Family Services Program ("SBFSP")**.

II. BACKGROUND

OKDHS is committed to providing a system of supports for families which is designed to identify and address barriers to their overall well- being. A critical part of this support network is our **SBFSP** which provides direct and indirect services to students, families, and school personnel and enhances the school district's ability to meet its academic mission, especially where home, school and community collaboration is the key to achieving student and family success.

III. SCOPE OF WORK

COUNTY OF POTTOWATOMIE ABA SPS DIST I-93 School District ("Contractor" or "School District") will provide one employee, hereinafter referred to as **School-Based Family Specialists ("SBFS")**, who will provide outreach services to the public schools in the School District.

The SBFS is a full-time school employee who serves as a liaison between the School District and OKDHS, providing preventative services, assisting with benefits applications, and crisis intervention. The SBFS is embedded in the school to ensure families can access safety net, work supports, family strengthening, and other services. The SBFS may help maintain a positive collaboration with school personnel and OKDHS to communicate and support the needs of students and families when obstacles hinder the success of the student and the family.

IV. SCHOOL-BASED FAMILY SPECIALIST JOB DUTIES

The SBFS job duties include the following:

1. Participate in school events such as enrollment, open houses, or community resource events to ensure students and families have current and available information regarding services provided.

2. Identifies students and families that may be eligible for SoonerSelect, SNAP or TANF - this could be grandparents/relatives raising grandchildren AND parents who are low-income families. Assisting them with

enrollment/re-enrollment and related education and information, including providers, services covered and Primary Care Physician enrollment.

3. Provide support in obtaining community resources such as mental health services, transportation needs, housing needs, and food insecurity needs.

4. Identify at-risk children through inner-school referral system, with an emphasis on child safety, child well-being and parental/family protective factors.

5. Assist students and families in securing resources and services for identified transportation, housing, personal care and/or other needs required to ensure child safety and family protective factors are met.

6. When necessary, assist school faculty, staff, and administration in making Child Welfare referrals which could include gathering supporting documentation, providing education and information about the referral process, or making the referral directly when there is a child safety concern.

7. Act as a liaison to OKDHS which could include gathering information, setting up interviews, providing and/or facilitating school in-service presentations and training on OKDHS services.

8. Serve as a connection to OKDHS and act as a liaison to assist the school with the provision of social services within the community.

9. Provide support and assistance to development or coordination of or coordination of resources or school-based programs, projects and partnerships that assist schools with meeting social service needs of students and families.

10. Provide follow-up and ongoing support for families to ensure that needs continue to be met, satisfaction with services, and identify any new or existing barriers to services.

11. The SBFS program shall include the following responsibilities:

    a. Benefits & Safety Net.

       Facilitate family access to public benefits, community resources, and safety net programs to promote stability and self-sufficiency.

    b. Family Strengthening.

       Provide resources and interventions aligned with Temporary Assistance for Needy Families (TANF) goals to enhance family resilience and economic stability.

c. Prevention Services.

Implement strategies to prevent adverse outcomes, including but not limited to foster care involvement, truancy, academic failure, and teen pregnancy.

d. Crisis Intervention.

Respond to immediate family crises with appropriate referrals, resources, and support services.

e. Job/Career Readiness & Support.

Assist families with employment resources, career planning, and skill-building to support long-term economic stability

V. OKDHS RESPONSIBILITIES

OKDHS assumes the following responsibilities:

1. Provide support to school administration in creation of additional job description for SBFS that meets School District's unique needs.
2. Provide guidance/support to School District's administration in hiring of SBFS.
3. Provide guidance/support to School District's administration in onboarding the new SBFS.
4. Provide any OKDHS required trainings.
5. Provide appropriate information and support to assist SBFS in assessing and developing a care support plan for a student/family including but not limited to review and appropriate communication of OKDHS programs to determine services in place or needed.
6. Provide specific technical assistance needs of the SBFS, determining the duration and scope of the assistance, establishing communication channels between the OKDHS and the SBFS.
7. Ensure confidentiality of any sensitive information shared during assisting the SBFS and evaluating the effectiveness of the assistance provided.
8. Assist in connecting the SBFS with OKDHS and other agency staff as requested and appropriate.
9. Provide ongoing monitoring and consultation to contracted school administration on compliance with contract/contracted duties performed by

SBFS.

10. Provide ongoing communication with the school district's staff both formally and informally, to ensure, to the best of OKDHS ability, that the OKDHS SBFSP are aligned with the School(s) and District's mission and objectives and are adequately meeting students' needs.

11. In the event that School District deems that Distance Learning is necessary for reasons of health and safety. OKDHS will pay the agreed amount to the school district for these positions regardless of whether the schools are open the entire school year or not.

VI. SCHOOL DISTRICT RESPONSIBILITIES

Contractor assumes the following responsibilities:

1. Provide secure physical office space conducive to the confidential nature of School-Based Family Services and case management.

2. Provide use of a computer, desk phone, copier, and fax machine to facilitate school-based support for students.

3. Maintain a clear distinction between school personnel duties and the SBFS duties; to ensure that 80% of the assigned duties focus on families and social service support as described in Section IV, School-Based Family Specialist Job Duties.

4. Advise the OKDHS of all rules and regulations applicable to SBFS job duties.

5. Assign an employee to act as a supervisor liaison between the School District's public schools and OKDHS for periodic review of the program and services provided through the SBFSP.

6. Support site visits provided by OKDHS for school discussions and determination of interest, capacity, and viability; ensure adequate understanding of partnership goals, expectations, and processes.

7. Provide broadband connectivity for the SBFS through its existing network.

8. Will invoice OKDHS monthly for 80% the cost of employing the SBFS.

9. School District will have discretion in determining if the SBFS will be a 10, 11, or 12-month employee.

10. School District will allow the SBFS to participate in initial and ongoing OKDHS requires SBFS to participate in mandatory school-based initial and

ongoing training provided by OKDHS, preferably scheduled on dates when school is not in session with flexibility to accommodate alternative dates as needed.

11. In addition to the OKDHS training, the school district will provide training as relates to the duties outlined by the contract- examples including, but not limited to training on IEPs/504s, school policies, McKinney Vento and school in-service trainings.

12. Ensure confidentiality of any sensitive information shared during assisting the SBFS and evaluating the effectiveness of the assistance provided.

13. School District will communicate any job-related concerns or leaves of absence of SBFS to OKDHS.

14. Supply OKDHS with any data necessary for administration or evaluation of the SBFSP, as allowed by state and federal law.

VII. JOINT RESPONSIBILITIES

To promote effective communication, collaboration, and alignment on project goals, School District (represented by the School District Supervisor or Superintendent) and OKDHS (represented by the SBFS) agree to jointly participate in one annual contractors' meeting. This meeting may be conducted either virtually via mutually agreed-upon platform (e.g., Zoom or Microsoft Teams) or in person, as determined by mutual agreement between the School District and OKDHS. The meeting will facilitate project updates, discussion, and collaborative planning. School District and OKDHS/SBFS will coordinate to establish the meeting's date and time, format, and agenda at least 30 days in advance. Participation in the annual meeting is mandatory for the School District Supervisor or Superintendent and the SBFS, unless otherwise agreed upon in writing

VIII. DATA

OKDHS and Contractor may share program data in accordance with state and federals laws, ensuring the protection of confidentiality and privacy rights of individuals involved. This collaboration aims to provide necessary support and services to families in need while maintaining the highest standards of data security and compliance.

1. Examples of data that may be shared are student enrollment information, academic records, attendance records, disciplinary records, health information and contact information for parents or guardians.

2. SBFS will receive the following access to perform School-Based Family

Services duties:

a. OKDHS CTR email address

b. OKDHS KIDS

c. OKDHS software documentation platform; CCM-SAMS

d. IMS

e. OnBase

f. Janus

IX. COST

The recommended minimum annual salary of the SBFS is no less than $39,571.00. OKDHS agrees to pay Contractor 80% of the costs associated with the approved budget, which includes salary, benefits, leave, tax withholding, FICA, longevity, Work Equipment (computer/ office supplies, cell phones, etc.), travel, and bonuses. Once the annual salary and costs are determined and prior to Contractor extending an offer of employment to the desired candidate, OKDHS reserves the right to cap its contribution based on its annual budget constraints.

X. POINTS OF CONTACT AND REPRESENTATION

Contractor and OKDHS agree to assign the following employees the primary responsibility for administrative activities related to this agreement:

Monica Brumnett	OKDHS Program Administrator
Heather Cristiano	OKDHS Program Manager
Sharissa Rattan	OKDHS Program Field Representative
Dr. Jason James	COUNTY OF POTTOWATOMIE ABA SPS DIST I-93 Superintendent
Michell Wallace	COUNTY OF POTTOWATOMIE ABA SPS DIST I-93 School Supervisor Liaison

ATTACHMENT B

OKDHS INFORMATION SECURITY REQUIREMENTS

I. General Information Security Requirements

A. No employee of Contractor or its subcontractors will be granted access to State of Oklahoma agency information systems without the prior completion and approval of applicable logon authorization and acceptable use requests.

B. Contractor or its subcontractors will notify applicable State of Oklahoma agencies when employees who have access to agency information systems are terminated.

C. Contractor or its subcontractors will disclose to Client any suspected breach of the security of the information system or the data contained therein in the most expedient time possible and without unreasonable delay and will cooperate with Client during the investigation of any such incident.

D. Contractor or its subcontractors agree to adhere to the State of Oklahoma "Information Security Policy, Procedures, and Guidelines" available at: https://oklahoma.gov/content/dam/ok/en/omes/documents/InfoSecPPG.pdf

II. HIPAA Requirements

A. Contractor shall agree to use and disclose Protected Health Information in compliance with the Standards for Privacy of Individually Identifiable Health Information (Privacy Rule) (45 C.F.R. Parts 160 and 164) under the Health Insurance Portability and Accountability Act (HIPAA) of 1996. The definitions set forth in the Privacy Rule are incorporated by reference into this Contract (45 C.F.R. §§ 160.103 and 164.501).

B. This Business Associate Agreement provides for satisfactory assurances that Contractor will use the information only for the purposes for which it was engaged. Contractor agrees it will safeguard the information from misuse, and will comply with HIPAA as it pertains to the duties stated within the contract. Failure to comply with the requirements of this standard may result in funding being withheld from Contractor, and/or full audit and inspection of Contractor's security compliance as it pertains to this contract.

C. Business Associate Terms Definitions:

1. Unless otherwise defined in this BAA, all capitalized terms used in this BAA have the meanings ascribed in the HIPAA Regulations, provided; however, that "PHI" and "ePHI" shall mean Protected Health Information and Electronic Protected Health Information, respectively, as defined in 45 C.F.R. § 160.103, limited to the

information Business Associate received from or created or received on behalf of the applicable State of Oklahoma agency as a Business Associate. "Administrative Safeguards" shall have the same meaning as the term "administrative safeguards in 45 C.F.R. § 164.304, with the exception that it shall apply to the management of the conduct of Business Associate's workforce, not the State of Oklahoma agency workforce, in relation to the protection of that information.

2. Business Associate. "Business Associate" shall generally have the same meaning as the term "Business Associate" at 45 C.F.R. 160.103, and in reference to the party to this agreement, shall mean the entity whose name appears below.

3. Covered Entity. "Covered Entity" shall generally have the same meaning as the term "Covered Entity" at 45 C.F.R. 160.103.

4. HIPAA Rules. "HIPAA Rules" shall mean the Privacy, Security, Breach Notification, and Enforcement Rules at 45 C.F.R. Part 160 and Part 164, all as may be amended.

5. The following terms used in this Agreement shall have the same meaning as those terms in the HIPAA Rules: Breach, Data Aggregation, Designated Record Set, Disclosure, Health Care Operations, Individual, Minimum Necessary, Notice of Privacy Practices, Protected Health Information, required by law, Secretary, Security Incident, Sub- Contractor, Unsecured PHI, and Use.

D. Obligations of Business Associate: Business Associate may use Electronic PHI and PHI (collectively, "PHI") solely to perform its duties and responsibilities under this Agreement and only as provided in this Agreement. Business Associate acknowledges and agrees that PHI is confidential and shall not be used or disclosed, in whole or in part, except as provided in this Agreement or as required by law. Specifically, Business Associate agrees it will:

1. use or further disclose PHI only as permitted in this Agreement or as Required by Law, including, but not limited to the Privacy and Security Rule;

2. use appropriate safeguards, and comply with Subpart C of 45 C.F.R. Part 164 with respect to Electronic PHI, to prevent use or disclosure of PHI other than as provided for by this Agreement;

3. implement and document appropriate administrative, physical, and technical safeguards to protect the confidentiality, integrity, and

availability of PHI that it creates, receives, maintains, or transmits for or on behalf of Covered Entity in accordance with 45 C.F.R. 164;

4. implement and document administrative safeguards to prevent, detect, contain, and correct security violations in accordance with 45 C.F.R. 164;

5. make its policies and procedures required by the Security Rule available to Covered Entity solely for purposes of verifying BA's compliance and the Secretary of the Department of Health and Human Services (HHS);

6. not receive remuneration from a third party in exchange for disclosing PHI received from or on behalf of Covered Entity;

7. in accordance with 45 C.F.R. 164.502(e)(1) and 164.308(b), if applicable, require that any Sub-Contractors that create, receive, maintain or transmit PHI on behalf of the Business Associate agree to the same restrictions, conditions, and requirements that apply to the Business Associate with respect to such information; this shall be in the form of a written HIPAA Business Associate Contract and a fully executed copy will be provided to the Contract Monitor;

8. report to Covered Entity in writing any use or disclosure of PHI that is not permitted under this Agreement as soon as reasonably practicable but in no event later than five calendar days from becoming aware of it and mitigate, to the extent practicable and in cooperation with Covered Entity, any harmful effects known to it of a use or disclosure made in violation of this Agreement;

9. promptly report to Covered Entity in writing and without unreasonable delay and in no case later than five calendar days any successful Security Incident, as defined in the Security Rule, with respect to Electronic PHI;

10. with the exception of law enforcement delays that satisfy the requirements of 45 C.F.R. 164.412, notify Covered Entity promptly, in writing and without unreasonable delay and in no case later than five calendar days, upon the discovery of a breach of Unsecured PHI. Such notice shall include, to the extent possible, the name of each individual who's Unsecured PHI has been, or is reasonably believed by Business Associate to have been, accessed, acquired, or disclosed during such Breach. Business Associate shall also, to the extent possible, furnish Covered Entity with any other available information that Covered Entity is required to include in its

notification to Individuals under 45 C.F.R. § 164.404(c) at the time of Business Associate's notification to Covered Entity or promptly thereafter as such information becomes available. As used in this Section, "breach" shall have the meaning given such term at 45 C.F.R. § 164.402;

11. to the extent allowed by law, indemnify and hold Covered Entity harmless from all claims, liabilities costs, and damages arising out of or in any manner related to the disclosure by Business Associate of any PHI or to the breach by Business Associate of any obligation related to PHI;

12. provide access to PHI it maintains in a Designated Record Set to Covered Entity, or if directed by Covered Entity to an Individual in order to meet the requirements of 45 C.F.R. § 164.524. In the event that any Individual requests access to PHI directly from Business Associate, Business Associate shall forward such request to Covered Entity within five working days of receiving a request. This shall be in the form of a written HIPAA Business Associate Contract and a fully executed copy will be provided to the Contract Monitor. Any denials of access to the PHI requested shall be the responsibility of Covered Entity;

13. make PHI it maintains in a Designated Record Set available to Covered Entity for amendment and incorporate any amendments to PHI in accordance with 45 C.F.R. § 164.526;

14. document disclosure of PHI it maintains in a Designated Record Set and information related to such disclosure as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI, in accordance with 45 C.F.R. § 164.528, and within five working days of receiving a request from Covered Entity, make such disclosure documentation and information available to Covered Entity. In the event the request for an accounting is delivered directly to Business Associate, Business Associate shall forward within five working days of receiving a request such request to Covered Entity;

15. make its internal practices, books, and records related to the use and disclosure of PHI received from or created or received by Business Associate on behalf of Covered Entity available to the Secretary of the Department of HHS, authorized governmental officials, and Covered entity for the purpose of determining Business Associate's compliance with the Privacy Rule. Business Associate shall give

Covered Entity advance written notice of requests from HHS or government officials and provide Covered Entity with a copy of all documents made available; and

16. require that all of its Sub-Contractors, vendors, and agents to whom it provides PHI or who create, receive, use, disclose, maintain, or have access to Covered Entity's PHI shall agree in writing to requirements, restrictions, and conditions at least as stringent as those that apply to Business Associate under this Agreement, including but not limited to implementing reasonable and appropriate safeguards to protect PHI, and shall require that its Sub-Contractors, vendors, and agents agree to indemnify and hold harmless Covered Entity for their failure to comply with each of the provisions of this Agreement.

E. Permitted Uses and Disclosures of PHI by Business Associate: Except as otherwise provided in this Agreement, Business Associate may use or disclose PHI on behalf of or to provide services to Covered Entity for the purposes specified in this Agreement, if such use or disclosure of PHI would not violate the Privacy Rule if done by Covered Entity. Unless otherwise limited herein, Business Associate may:

1. use PHI for its proper management and administration or to fulfill any present or future legal responsibilities of Business Associate;

2. disclose PHI for its proper management and administration or to fulfill any present or future legal responsibilities of Business Associate, provided that; (i) the disclosures required by law; or (ii) Business Associate obtains reasonable assurances from any person to whom the PHI is disclosed that such PHI will be kept confidential and will be used or further disclosed only as Required by Law or for the purpose(s) for which it was disclosed to the person, and the person commits to notifying Business Associate of any instances of which it is aware in which the confidentiality of the PHI has been breached;

3. disclose PHI to report violations of law to appropriate federal and state authorities; or

4. aggregate the PHI with other data in its possession for purposes of Covered Entity's Health Care Operations;

5. make uses and disclosures and requests for protected health information consistent with Covered Entity's minimum necessary policies and procedures;

6. de-identify any and all PHI obtained by Business Associate under this BAA, and use such de-identified data, all in accordance with the de-identification requirements of the Privacy Rule [45 C.F.R. § 164.502(d)].

F. Obligations of Covered Entity

1. Covered Entity shall notify Business Associate of any changes in, or revocation of, the permission by an individual to use or disclose his or her PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.

2. Covered Entity shall notify Business Associate of any restriction on the use or disclosure of PHI that Covered Entity has agreed to or is required to abide by under 45 C.F.R. § 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of protected health information.

3. Covered Entity shall not request Business Associate use or disclose PHI in any manner that would violate the Privacy Rule if done by Covered Entity.

4. Covered Entity agrees to timely notify Business Associate, in writing, of any arrangements between Covered Entity and the Individual that is the subject of PHI that may impact in any manner the use and/or disclosure of the PHI by Business Associate under this BAA.

G. Term and Termination:

1. Obligations of Business Associate upon Termination. Upon termination of this Agreement for any reason, Business Associate, with respect to PHI received from Covered Entity, or created, maintained, or received by Business Associate on behalf of Covered Entity, shall:

   a. retain only that PHI that is necessary for Business Associate to continue its proper management and administration or to carry out its legal responsibilities;

   b. return to Covered Entity (or, if agreed to by Covered Entity, destroy) the remaining PHI that the Business Associate still maintains in any form;

   c. continue to use appropriate safeguards and comply with Subpart C of 45 C.F.R. Part 164 with respect to PHI to prevent use or disclosure of the PHI, other than as provided for in this

Section, for as long as Business Associate retains the PHI;

d. not use or disclose the PHI retained by Business Associate other than for the purposes for which such PHI was retained and subject to the same conditions set out at above under "Permitted Uses and Disclosures By Business Associate" that applied prior to termination; and

e. return to Covered Entity (or, if agreed to by Covered Entity, destroy) the PHI retained by Business Associate when it is no longer needed by Business Associate for its proper management and administration or to carry out its legal responsibilities.

2. All other obligations of Business Associate under this Agreement shall survive termination.

3. Should the applicable State of Oklahoma agency become aware of a pattern of activity or practice that constitutes a material breach of a material term of this BAA by Business Associate, the agency shall provide Business Associate with written notice of such a breach in sufficient detail to enable Contractor to understand the specific nature of the breach. The State of Oklahoma agency shall be entitled to terminate the Underlying Contract associated with such breach if, after the applicable State of Oklahoma agency provides the notice to Business Associate, Business Associate fails to cure the breach within a reasonable time period not less than thirty (30) days specified in such notice; provided, however, that such time period specified shall be based on the nature of the breach involved per 45 C.F.R. §§ 164.504(e)(1)(ii)-(iii) & 164.314 (a)(2) (i)(C).

H. Miscellaneous Provisions:

1. No Third Party Beneficiaries: Nothing in this Agreement shall confer upon any person other than the parties and their respective successors or assigns, any rights, remedies, obligations, or liabilities whatsoever

2. Business Associate recognizes that any material breach of this Business Associate Terms section or breach of confidentiality or misuse of PHI may result in the termination of this Agreement and/or legal action. Said termination may be immediate and need not comply with any termination provision in the parties' underlying agreement, if any.

3. The parties agree to amend this Agreement from time to time as is necessary for Covered Entity or Business Associate to comply with the requirements of the Privacy Rule and related laws and regulations.

4. The applicable State of Oklahoma agency shall make available its Notice of Privacy Practices.

5. Any ambiguity in this Agreement shall be resolved in a manner that causes this Agreement to comply with HIPAA.

6. If Business Associate maintains a designated record set in an electronic format on behalf of Covered Entity, then Business Associate agrees that within 30 calendar days of expiration or termination of the parties' agreement, Business Associate shall provide to Covered Entity a complete report of all disclosures of and access to the designated record set covering the three years immediately preceding the termination or expiration. The report shall include patient name, date and time of disclosures/access, description of what was disclosed/accessed, purpose of disclosure/access, name of individual who received or accessed the information, and, if available, what action was taken within the designated record set.

7. Amendment: To the extent that any relevant provision of the HIPAA Regulations is materially amended in a manner that changes the obligations of Business Associates or Covered Entities, the Parties agree to negotiate in good faith appropriate amendment(s) to this Agreement to give effect to these revised obligations. The parties agree to amend this Agreement from time to time as is necessary for Covered Entity or to comply with the requirements of the Privacy Rule and related laws and regulations.

III. 42 C.F.R. Part 2 Related Provisions

A. Confidentiality of Information. Contractor's employees and agents shall have access to private data to the extent necessary to carry out the responsibilities, limited by the terms of this Agreement. Contractor accepts the responsibilities for providing adequate supervision and training to their employees and agents to ensure compliance with relevant confidentiality, privacy laws, regulations and contractual provisions. No private or confidential data collected, maintained, or used shall be disseminated except as authorized by statute and by terms of this Agreement, whether during the period of the Agreement or thereafter. Furthermore, Contractor:

1. Acknowledges that in receiving, transmitting, transporting, storing, processing, or otherwise dealing with any information received pursuant to this agreement that identifies or otherwise relates to the individuals under the care of or in the custody of a State of Oklahoma agency, it is fully bound by the provisions of the federal regulations governing the Confidentiality of Substance Use Disorder Patient Records, 42 C.F.R. Part 2 and the HIPAA, 45 C.F.R. 45 Parts 142, 160, and 164, Title 43 A § 1-109 of Oklahoma Statutes, and may not use or disclose the information except as permitted or required by this Agreement or by law;

2. Acknowledges that pursuant to 43A O.S. §1-109, all mental health and drug or alcohol treatment information and all communications between physician or psychotherapist and patient are both privileged and confidential and that such information is available only to persons actively engaged in treatment of the client or consumer or in related administrative work. Contractor agrees that such protected information shall not be available or accessible to staff in general and shall not be used for punishment or prosecution of any kind;

3. Agrees to resist any efforts in judicial proceedings to obtain access to the protected information except as expressly provided for in the regulations governing the Confidentiality of Substance Use Disorder Patient Records, 42 C.F.R. Part 2;

4. Agrees to use appropriate administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the electronic protected health information that it creates, receives, maintains, or transmits on behalf of the State of Oklahoma agency and to use appropriate safeguards to prevent the unauthorized use or disclosure of the protected health information, and agrees that protected information will not be placed in the Child Protective Services (CPS) record of any individual involved with the Oklahoma Department of Human Services (DHS).

5. Agrees to report to the State of Oklahoma agency any use or disclosure or any security incident involving protected information not provided for by this Agreement. Such a report shall be made immediately when an employee becomes aware of such a disclosure, use, or security incident.

6. Agrees to provide access to the protected information at the request of the State of Oklahoma agency or to an authorized individual as

directed by the State of Oklahoma agency, in order to meet the requirement of 45 C.F.R. § 164.524 which provides clients with the right to access and copy their own protected information;

7. Agrees to make any amendments to the protected information as directed or agreed to by the State of Oklahoma agency, pursuant to 45 C.F.R. §164.526;

8. Agrees to make available its internal practices, books, and records, including policies and procedures, relating to the use and disclosure of protected information received from the State of Oklahoma agency or created or received by the Contractor on behalf of the State of Oklahoma agency, to the State of Oklahoma agency and to the Secretary of the Department of Health and Human Services for purpose of the Secretary determining the giving party's compliance with HIPAA;

9. Agrees to provide the State of Oklahoma agency, or an authorized individual, information to permit the State of Oklahoma agency to respond to a request by an individual for an accounting of disclosures in accordance with 45 C.F.R. §164.528.

B. Data Security. The Contractor agrees to maintain the data in a secure manner compatible with the content and use. The Contractor will control access to the data in compliance with the terms of this Agreement. Only the Contractor's personnel whose duties require the use of such information, will have regular access to the data. The Contractor's employees will be allowed access to the data only for the purpose set forth in this Agreement.

C. Data Destruction. Contractor agrees to follow State of Oklahoma agency policies regarding secure data destruction.

D. Use of Information. Contractor agrees that the information received or accessed through this Agreement shall not be used to the detriment of any individual nor for any purpose other than those stated in this Agreement.

E. Redisclosure of Data. The Contractor agrees not to redisclose any information to a third party not covered by the Agreement unless written permission by the State of Oklahoma agency is received and redisclosure is permitted under applicable law.

IV. SSA Requirements (If applicable)

A. PERFORMANCE: In performance of this contract, the contractor agrees to comply with and assume responsibility for compliance by his or her employees with the following requirements:

1. All work will be done under the supervision of the contractor or the contractor's employees.

2. Any SSA provided information made available shall be used only for carrying out the provisions of this Agreement. Information contained in such material shall be treated as confidential and shall not be divulged or made known in any manner to any person except as may be necessary in the performance of this contract. Inspection by or disclosure to anyone other than an officer or employee of the Contractor is prohibited.

3. All SSA provided information shall be accounted for upon receipt and properly stored before, during, and after processing. In addition, all related output and products will be given the same level of protection as required for the source material.

4. No work involving SSA provided information furnished under this contract shall be subcontracted without prior written approval by the applicable State of Oklahoma agency and the SSA.

5. The Contractor shall maintain a list of employees authorized access. Such list shall be provided upon request to the applicable State of Oklahoma agency or the SSA.

6. Contractor or agents may not legally process, transmit, or store SSA-provided information in a cloud environment without explicit permission from SSA's Chief Information Officer. Proof of this authorization shall be provided to the Contractor by the applicable State of Oklahoma agency prior to accessing SSA provided information.

7. Contractor shall provide security awareness training to all employees, contractors, and agents who access SSA-provided information. The training should be annual, mandatory, and certified by the personnel who receive the training. Contractor is also required to certify that each employee, contractor, and agent who views SSA-provided information certify that they understand the potential criminal, civil, and administrative sanctions or penalties for unlawful assess and/or disclosure.

8. Contractor shall require employees, contractors, and agents to sign a non-disclosure agreement, attest to their receipt of Security Awareness Training, and acknowledge the rules of behavior concerning proper use and security in systems that process SSA-provided information. Contractor shall retain non-disclosure

attestations for at least five (5) to seven (7) years for each employee who processes, views, or encounters SSA- provided information as part of their duties.

9. The applicable State of Oklahoma agency shall provide the Contractor a copy of the SSA exchange agreement and all related attachments before initial disclosure of SSA data. Contractor is required to follow the terms of the applicable State of Oklahoma agency's data exchange agreement with the SSA. Prior to signing this Agreement, and thereafter at SSA's request, the applicable State of Oklahoma agency shall obtain from the Contractor a current list of the employees of such Contractor with access to SSA data and provide such list to the SSA

10. Where the Contractor processes, handles, or transmits information provided to the applicable State of Oklahoma agency by SSA or has authority to perform on the agency's behalf, the applicable State of Oklahoma agency shall clearly state the specific roles and functions of the Contractor within the Agreement.

11. SSA requires all parties subject to this Agreement to exercise due diligence to avoid hindering legal actions, warrants, subpoenas, court actions, court judgments, state or Federal investigations, and SSA special inquiries for matters pertaining to SSA- provided information.

12. SSA requires all parties subject to this Agreement to agree that any Client-owned or subcontracted facility involved in the receipt, processing, storage, or disposal of SSA- provided information operate as a "de facto" extension of the Client and is subject to onsite inspection and review by the Client or SSA with prior notice.

13. If the Contractor must send a computer, hard drive, or other computing or storage device offsite for repair, the Contractor must have a non-disclosure clause in their contract with the vendor. If the Contractor used the item in a business process that involved SSA-provided information and the vendor will retrieve or may view SSA-provided information during servicing, SSA reserves the right to inspect the Contractor's vendor contract. The Contractor must remove SSA-provided information from electronic devices before sending it to an external vendor for service. SSA expects the Contractor to render SSA-provided information unrecoverable or destroy the electronic device if they do not need to recover the information. The same applies to excessed, donated, or sold

equipment placed into the custody of another organization.

14. In the event of a suspected or verified data breach involving SSA provided information, the Contractor shall notify the Client immediately.

15. The Client shall have the right to void the contract if the contractor fails to provide the safeguards described above.

B. CRIMINAL/CIVIL SANCTIONS: The Act specifically provides civil remedies, 5 U.S.C. Sec. 552a(g), including damages, and criminal penalties, 5 U.S.C. § 552a(i), for violations of the Act. The civil action provisions are premised violations of the Act committed by parties subject to this Agreement or regulations promulgated thereunder. An individual claiming such a violation by parties subject to this Agreement may bring civil action in a federal district court. If the individual substantially prevails, the court may assess reasonable attorney fees and other litigation costs. In addition, the court may direct the parties subject to this Agreement to grant the plaintiff access to his/her records, and when appropriate direct an amendment or correction of records subject to the Act. Actual damages may be awarded to the plaintiff for intentional or willful refusal by parties subject to this Agreement to comply with the Act.

1. Civil Remedies.

a. In any suit brought under the provisions of 5 U.S.C. § 552a(g)(1)(C) or (D) in which the court determines that the parties subject to this Agreement acted in a manner which was intentional or willful, shall be liable in an amount equal to the sum of—

(1) actual damages sustained by the individual because of the refusal or failure, but in no case, shall a person entitled to recovery receive less than the sum of $1,000; and

(2) the costs of the action together with reasonable attorney fees as determined by the court.

b. An action to enforce any liability created under 5 U.S.C. § 552a may be brought in the district court of the United States in the district in which the complainant resides, or has his principal place of business, or in which the records are situated, or in the District of Columbia, without regard to the amount in controversy, within two years from the date on

which the cause of action arises, except that where parties subject to this Agreement have materially and willfully misrepresented any information required under this section to be disclosed to an individual and the information so misrepresented is material to establishment of the liability of the agency to the individual under 5 U.S.C. § 552a, the action may be brought at any time within two years after discovery by the individual of the misrepresentation. Nothing in this section shall be construed to authorize any civil action because of any injury sustained as the result of a disclosure of a record prior to September 27, 1975.

2. Criminal Penalties

a. Any officer or employee of an agency, who by virtue of his employment or official position, has possession of, or access to, agency records which contain individually identifiable information the disclosure of which is prohibited by this section or by rules or regulations established thereunder, and who knowing that disclosure of the specific material is so prohibited, willfully discloses the material in any manner to any person or agency not entitled to receive it, shall be guilty of a misdemeanor and fined not more than $5,000. See 5 U.S.C. § 552a(i)(1).

b. Any officer or employee of any agency who willfully maintains a system of records without meeting the notice requirements of subsection (e)(4) of this section shall be guilty of a misdemeanor and fined not more than $5,000. See 5 U.S.C. § 552a(i)(2).

c. Any person who knowingly and willfully requests or obtains any record concerning an individual from an agency under false pretenses shall be guilty of a misdemeanor and fined not more than $5,000. See 5 U.S.C. § 552a(i)(3).

V. Child Support FPLS Requirements (If applicable)

A. Contractor and the applicable State of Oklahoma agency must comply with the security requirements established by the Social Security Act, the Privacy Act of 1974, the Federal Information Security Management Act of 2002 (FISMA), 42 United States Code (USC) 654(26), 42 UCS 654a(d)(1)-(5), the U.S. Department of Health and Human Services (HHS), the U.S. Department of Health and Human Services Administration of Children and

Families Office of Child Support Enforcement Security Agreement and the Automated Systems for Child Support Enforcement: A Guide for States Section H Security and Privacy. Contractor and applicable State of Oklahoma agency also agree to use Federal Parent Locator Service (FPLS) information and Child Support (CS) program information solely for the authorized purposes in accordance with the terms in this agreement. The information exchanged between state Child Support agencies and all other state program information must be used for authorized purposes and protected against unauthorized access to reduce fraudulent activities and protect the privacy rights of individuals against unauthorized disclosure of confidential information.

1. This is applicable to the personnel, facilities, documentation, data, electronic and physical records and other machine-readable information systems of the applicable State of Oklahoma agency and Contractor, including, but not limited to, state employees and contractors working with FPLS information and CS program information and state CS agency data centers, statewide centralized data centers, contractor data centers, state Health and Human Services' data centers, comprehensive tribal agencies, data centers serving comprehensive tribes, and any other individual or entity collecting, storing, transmitting or processing FPLS information and CS program information. This is applicable to all FPLS information, which consists of the National Directory of New Hires (NDNH), Debtor File, and the Federal Case Registry (FCR). The NDNH, Debtor File and FCR are components of an automated national information system.

2. This is also applicable to all CS program information, which includes the state CS program information, other state and tribal program information, and confidential information. Confidential information means any information relating to a specified individual or an individual who can be identified by reference to one or more factors specific to him or her, including but not limited to the individual's Social Security number, residential and mailing addresses, employment information, and financial information. Ref. 45 Code of Federal Regulations (CFR) 303.21(a).

VI. FERPA Requirements (If applicable)

A. In performance of this Agreement, Contractor agrees to comply with and assume responsibility for compliance by its employees with the Family Educational Rights and Privacy Act; (20 U.S.C. § 1232g; 34 C.F.R. Part 99)

("FERPA") and the Oklahoma Student Data Accessibility, Transparency, and Accountability Act of 2013; (70 O.S. § 3-168), where personally identifiable student education data is exchanged.

VII. CJIS Requirements (If applicable)

A. INTRODUCTION

The use and maintenance of all items of software or equipment offered for purchase herein must be in compliance with the most current version of the U.S. Department of Justice, Federal Bureau of Investigation ("FBI"), Criminal Justice Information Services (CJIS) Division's CJIS Security Policy ("CJIS Security Policy" or "Security Policy" herein). The Entity or Affiliate acquiring the data or system is hereby ultimately responsible for compliance with the CJIS Security Policy and will be subject to an audit by the State of Oklahoma CJIS Systems Officer ("CSO") and the FBI CJIS Division's Audit Staff.

B. CJIS SECURITY POLICY REQUIREMENTS GENERALLY

The CJIS Security Policy outlines a number of administrative, procedural, and technical controls agencies must have in place to protect Criminal Justice Information ("CJI"). Our experience is that agencies will generally have many of the administrative and procedural controls in place but will need to implement additional technical safeguards in order to be in complete compliance with the mandate. A Criminal Justice Agency ("CJA") and certain other governmental agencies procuring technology equipment and services that could be used in hosting or connecting or transmitting or receiving CJI data may need to use the check list herein to make sure that the software, equipment, location, security, and persons having the ability to access CJI will meet the CJIS requirements per the then current CJIS Security Policy. A completed Appendix H to said Security Policy will need to be signed by Vendor or a 3rd party if it has access to CJI, such as incident to the maintenance or support of the purchased hardware or software within which resides CJI. Per Appendix "A" to said Security Policy, "access to CJI is the physical or logical (electronic) ability, right or privilege to view, modify or make use of CJI."

C. DIRECTIVE CONCERNING ACCESS TO CRIMINAL JUSTICE INFORMATION AND TO HARDWARE OR SOFTWARE WHICH INTERACTS WITH CJI AND CERTIFICATION

The FBI CJIS Division provides state-of-the-art identification and information services to the local, state, tribal, federal, and international criminal justice communities for criminal justice purposes, as well as the

noncriminal justice communities for noncriminal justice purposes.

This Directive primarily concerns access to CJI and access to hardware and software in the use, retention, transmission, reception, and hosting of CJI for criminal justice purposes and not for noncriminal justice purposes. In that regard, this Directive is not only applicable to such data, but also to the hardware and software interacting with such data, their location(s), and persons having the ability to access such data. The CJIS data applicable to the Security Policy is the data described as such in said Policy plus all data transmitted over the Oklahoma Law Enforcement Telecommunications System ("OLETS") which is operated by DPS.

In order to have access to CJI or to the aforesaid hardware or software, the vendor must be familiar with the FBI CJIS Security Policy, including but not limited to the following portions of said Security Policy:

1. the Definitions and Acronyms in §3 & Appendices "A" & "B";
2. the general policies in §4;
3. the Policies in §5;
4. the appropriate forms in Appendices "D", "E", "F" & "H"; and
5. the Supplemental Guidance in Appendices "J" & "K".

This FBI Security Policy is located and may be downloaded at:

https://www.fbi.gov/file-repository/cjis_security_policy_v5-9-1_20221001.pdf/view

By executing the Contract to which this Directive is attached, the vendor hereby CERTIFIES that the foregoing directive has and will be followed, including but not limited to full compliance with the FBI CJIS Security Policy, as amended and as applicable.

06/11/2026

Attn: Shawnee Public Schools

At Frontline Education, we remain committed to delivering value and growth for your district. We are building for your future and remain focused on:

- Delivering industry-leading solutions and technology for K-12
- Investing in research and innovation to enhance your experience
- 150+ new hires to strengthen the client success organization
- Driving an AI-powered transformation
- Backed by Roper Technologies for sustainable growth

Frontline Education Renewal Quote: Q-256107

Description	Start Date	End Date	Qty	Rate	Amount
Classic Recruiting & Hiring Solution	7/01/2026	6/30/2027	1	$15,794.50	$15,794.50
Frontline Central Solution	7/01/2026	6/30/2027	1	$10,655.94	$10,655.94
Total					**$26,450.44**

Please confirm receipt of your quote

Any questions?
Please contact Christa Fitti at renewals@frontlineed.com or check out our new Renewal FAQ Resource Center.

Sales Order

SmartPass
A RAPTOR TECHNOLOGIES COMPANY

NOT AN INVOICE

Bill To
Shawnee Public Schools
Shawnee High School - District Wide
326 N Union
Shawnee OK 74801

Ship To
Shawnee Public Schools
Shawnee High School - District Wide
326 N Union
Shawnee OK 74801

Sales Order No	Terms	PO Number
SO140984		

Start Date	End Date
7/1/2026	6/30/2027

Product or Service	Description	Qty	Price	Amount
Standard	SmartPass Standard Annual Subscription Flex Jim Thorpe Academy	102	$2.69	$274.38
Standard	SmartPass Standard Annual Subscription Shawnee Middle School	700	$2.69	$1,883.00

Subtotal	$2,157.38
Tax Total	$0.00
Total	$2,157.38

Send Purchase Orders to billing@smartpass.app

Mail Checks to:

SmartPass, Inc.
Dept. 434
PO Box 4458
Houston, TX 77210-4458

Please reference invoice number(s) on all check payments.

New W-9: www.smartpass.app/w9
New EIN: 92-2821147

Bank transfer:

Beneficiary: SmartPass, Inc.
ABA Routing: 084201278
Account: 5500374698
Cadence Bank
2910 West Jackson Street
Tupelo, MS 38801

Sales Order

SmartPass
A RAPTOR TECHNOLOGIES COMPANY

Pay Now

NOT AN INVOICE

By accepting this renewal order by payment, submitting a purchase order or otherwise accessing our services, you agree that the services are governed by our standard terms and conditions, which can be found at: https://www.smartpass.app/terms. In the event of a conflict between these terms and any previously negotiated agreement, the negotiated terms shall prevail.

OSIG Oklahoma Schools Insurance Group

Board of Directors

Terry Davidson, Chairman
Finance Director: Comanche Schools

Dr. John Cox, Treasurer
Superintendent: Peggs Schools

Sherry Durkee, Vice Chairman
Superintendent: Sand Springs Schools

Shelley Free Secretary
Superintendent: Kiamichi Technology Center

Jeremy Hogan, Member
Superintendent: Collinsville Schools

Jeff Daugherty, Member
Superintendent: Merritt Schools

Jason Lindley, Member
Superintendent: Hartshorne Schools

Laura Sprouse, *Member*
Select Actuarial Services

Steve Moyer, *Member*
Shelter Insurance

Executive Director

Rick Thomas

June 11, 2026

Jason James
Shawnee Public Schools
326 N. Union Avenue
Shawnee, OK 74801

RE: Membership Proposal Effective 7/1/2026

Dear James, Jason:

We are very pleased to provide you with the attached proposal for insurance coverages with Oklahoma Schools Insurance Group (OSIG).

OSIG is not a conventional insurance program. We are a public entity in the state of Oklahoma formed by an Interlocal Agreement and made up of member public school districts. Our organization is non-profit, **member owned** and controlled by a board of your peers. Our sole mission is to serve our member schools. Our promise is to provide quality insurance coverage and superior service at stable pricing. We are pleased that 541 school districts are members of OSIG. Our membership is strong and committed.

OSIG's financial position is excellent. No other Oklahoma school insurance program can provide you with this security. Our organization is continuously growing, improving and looking for new ways to serve Oklahoma schools. The group purchasing power of OSIG and a non-profit structure provides competitive insurance rates even in tough financial times.

Included in this proposal is information on OSIG's financial condition and summaries of enhanced coverages that only OSIG provides.

For the 2026-2027 plan year, we are requiring the resolution to be signed by the member's Board of Education and returned to OSIG before close of business 6/30/2026 in order to bind coverage effective 7/1/2026. **Coverage will not be bound if resolution letter is not received by June 30, 2026**

Loss control, risk management services and specialized insurance coverages included in OSIG program are:

- Enhanced Property and Liability Coverage
- Cyber Liability, Crime, Pollution, Deadly Weapons Protection
- Loss Control Site Surveys/Safety Inspections
- Vector Solutions online training platform
- On Site Appraisal Service
- StopIt Anonymous Incident Reporting mobile and web app
- Helix Intel

Sincerely,
OSIG Program Administration
Cc: BancFirst Insurance Services, Inc.

OSIG Oklahoma Schools Insurance Group

Shawnee Public Schools
326 N. Union Avenue
Shawnee, OK 74801

This is not an invoice.

Breakdown of Insurance Cost

Annual Premium Breakdown	
Property:	$742,485
Boiler & Machinery:	$3,055
Auto Physical Damage:	$17,240
General Liability:	$25,271
Auto Liability:	$33,693
Educators Legal:	$25,270
Excess Liability	$0
Total Annual:	**$847,014**

Excess Liability Options

$1 Million Excess
Coverage: $3,954
Total Proposal: $850,968

$2 Million Excess
Coverage: $6,668
Total Proposal: $853,682

$3 Million Excess
Coverage: $9,174
Total Proposal: $856,188

A 25% minimum earned premium applies.

Agent's Commission = 0 %

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Total Values	$151,139,412	$151,523,905	$160,405,132	$172,328,828	$203,664,373	$220,664,369
Premium	$404,936	$576,507	$649,681	$767,449	$939,797	$906,641

Number of Claims	Insurance Cost Paid to OSIG (With Endorsements)	Incurred Claims	Loss Ratio
61	$4,191,432	$29,840,985	712%

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses and community will result in savings in the cost of your insurance.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. **A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available.** A full pay or three (3) payment plan option is available.

Full Pay		
Installment #1	Total Amount	Due 7/1/2026

Three Pay		
Installment #1	1/3 of Total	Due 7/1/2026
Installment #2	1/3 of Total	Due 8/1/2026
Installment #3	1/3 of Total	Due 9/1/2026

Coverages

OSIG provides a full range of property and liability coverages with the exception of workers compensation.

Property

- Full Replacement Cost— except roofs over 15 years old and Autos, Contractors Equipment and DRO adjusted at ACV or buildings designated as ACV or *Stated Value
- No Coinsurance Clause
- Exclusion— Cosmetic loss to metal roof coverings caused by hail
- Real And Personal Property— Limit Per Occurrence $2,000,000,000
- Building— Margin Clause 125% of scheduled limits per statement of value
- Business Personal Property— blanket coverage per statement of values, including:
    - Electronic Data Processing Equipment and Media
    - Accounts Receivable
    - Valuable Papers
    - Fine Arts
    - Miscellaneous Property
    - Miscellaneous Unnamed/Undescribed Property
    - Builder's Risk
      (Note: all builder's risk projects must be reported to OSIG— frame projects are subject to approval)
    - Outdoor Property— covered all perils
    - Extra Expense
    - Business Income Including Rental Income and Tuition Income
    - Ordinance or Law Including Increased Cost of Construction and Demolition
    - Contractor's Equipment Coverage
    - Debris Removal Coverage
    - Covered Property in Transit
    - Personal Property of Others/Officers/Employees
    - Off Premises Services Interruption Including Extra Expense
    - Vehicle damage
- Newly acquired property coverage— newly aquired property should be reported to OSIG within 30 days of acquisition. $25,000,000
- Earthquake, volcanic eruption— aggregate any one policy year $10,000,000
- Flood— aggregate any one policy year $25,000,000
  (Note: Flood Zones A and V are excluded)
- Terrorism $500,000,000
- Pollution Liability included
- Boiler And Machinery Coverage— any one occurrence $200,000,000

Please refer to the attached property and automobile schedules for your school district's limits of insurance for Building, Contents, Extra Expense, Miscellaneous Property, EDP, Earthquake, Flood and Automobile Physical Damage coverage.

Deductibles **Optional increased deductible quotations are available upon request.**

- $100,000 Property deductible per occurrence
- $100,000 Property deductible per occurrence: windstorm/hail
- $10,000 Terrorism deductible per occurrence
- $50,000 Flood, earthquake and pollution
- $1,000 Boiler/machinery deductible per occurrence

General Liability

- $2,000,000 limit per occurrence (subject to the Governmental Tort Claims Act)
- Bodily injury, property damage and personal/advertising injury
- Premises/operations and products/completed operations
- Miscellaneous medical professional to include school nurses, student nurses, counselors and Allied Health Programs
- Insureds include district, board members, employees, student teachers and volunteers
- No exclusions for corporal punishment or sexual misconduct
- No deductible
- PTA/PTOs included for coverage if funds flow through school's books

School Board Legal Liability

- Claims-made form
- $2,000,000 limit per occurrence (subject to the Governmental Tort Claims Act)
- Errors and Omissions Liability including Educational Errors and Omissions sd
- Employment Practices Liability
- Insureds include district, board members, employees, student teachers and volunteers
- Unlimited Prior Acts*/no retroactive date included
- $25,000 legal costs for IEP administrative hearings
- $2,500 Deductible

*Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Employee Benefit Liability

- Claims Made form
- Unlimited Prior Acts*/no retroactive date included

*Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Automobile Liability

- $2,000,000 limit per occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury and Property Damage
- Includes hired and non-owned exposures
- Insureds include district, board members, employees, student teachers and volunteers
- Coverage included for garage liability and garage keepers legal liability
- $1,000 Auto Property Damage deductible
- No charge for vehicles added/deleted during the policy term; **vehicle changes must be reported to OSIG**

Oklahoma Uninsured Motorist Coverage

- $25,000 per covered party
- $50,000 per accident

Automobile Physical Damage

- Actual cash value
- $1,000 deductible
- Vehicle additions/deletions/changes must be reported to OSIG; no charge for vehicles added/deleted during the policy term
- Please refer to the attached schedule of vehicles

Crime

- $10,000 limit per occurrence/per district
- Employee dishonesty
- Premises money and securities
- Transit money and securities
- $1,000 deductible

Cyber Liability

- Claims-made form
- Retro date - first effective date with OSIG
- Liability
  - $2,000,000 Annual Aggregate Limit for Information Data and Network Liability
  - $2,000,000 Annual Aggregate for Regulatory Defense and Penalties
  - $2,000,000 Annual Aggregate for Payment Card Liability and Costs
  - $2,000,000 Annual Aggregate for Media Liability
- Breach Response Cost
  - $500,000 Annual Aggregate for Breach Response Cost
- First Party
  - $750,000 Annual Aggregate for Cyber Extortion Loss
  - $750,000 Annual Aggregate for Data Recovery Costs
  - $750,000 Annual Aggregate for Business Interruption Resulting in Security Breach
  - $500,000 Annual Aggregate for Business Interruption Resulting in System Failure
  - $750,000 Annual Aggregate for Dependent Business Interruption Resulting in Security Breach
  - $100,000 Annual Aggregate for Dependent Business Interruption Resulting in System Failure
- CRIME
  - $75,000 Annual Aggregate for Fraudulent Instruction
  - $75,000 Annual Aggregate for Transfer Fraud
  - $75,000 Annual Aggregate for Telephone Fraud
- Coverage Endorsements
  - $100,000 Annual Aggregate for Reputation Loss
  - $50,000 Annual Aggregate for Claims Preparation Costs for Reputation Loss Claims Only
  - $100,000 Annual Aggregate for Computer Hardware Replacement Costs
  - $100,000 Annual Aggregate for Invoice Manipulation
  - $25,000 Annual Aggregate for Cryptojacking
- $10,000 Deductible

Excess Cyber Coverage

- $2,000,000 Limit
- $5,000,000 annual aggregate
- * Note, to access full first-party and full liability limits of the Cyber and Excess Cyber coverages, members must have:
- Multi-Factor Authentication (MFA) for all remote access
- Enterprise-wide Endpoint Protection Platform (EPP)
- Without these controls, first-party sublimits are reduced to $100,000 per coverage, and liability limits for Data Network, Regulatory Defense, Payment Card, and Media Liability are reduced to $1,000,000 per member.

Deadly Weapon Protection Coverage

- Claims Made Form
- Per Occurrence Limit $500,000
- Annual Aggregate (Shared by Members) $2,500,000
- Deductible $10,000 Event
- Must notify OSIG within 90 days of receiving a notice of a covered accident.

Note: Per occurrence limits are shared limits except as otherwise indicated.

This coverage form is an outline of the coverages provided through OSIG. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual plan language.

Property Schedule

Location	Occupied As	Valuation Type	Building Value	Contents Value
1001 N. Kennedy	DRO-Clothing Closet & Food Pantry	Debris Removal Only	$74,800	$5,000
1001 N. Kennedy	FFA & Vo-Ag Classrooms & Shop	Replacement Cost	$1,000,000	$300,000
1001 N. Kennedy	High School	Replacement Cost	$33,948,800	$4,944,000
1001 N. Kennedy	Light Poles (24)	Replacement Cost	$72,000	$0
1001 N. Kennedy	Music Building/Band Building	Replacement Cost	$1,657,292	$300,000
1001 N. Kennedy (High School Athletics)	Athletic Facility North/Football Locker Rooms	Replacement Cost	$2,121,800	$318,270
1001 N. Kennedy (High School Athletics)	Baseball Concession/Restrooms	Replacement Cost	$700,000	$150,000
1001 N. Kennedy (High School Athletics)	Baseball Security Lights (On Poles)	Replacement Cost	$12,771	$0
1001 N. Kennedy (High School Athletics)	Baseball Security Lights (Ornamental)	Replacement Cost	$36,000	
1001 N. Kennedy (High School Athletics)	Baseball/Softball Training Facility	Replacement Cost	$1,258,275	$188,741
1001 N. Kennedy (High School Athletics)	BB Infield Turf	Replacement Cost	$423,777	$0
1001 N. Kennedy (High School Athletics)	Bleachers at Tennis Courts	Replacement Cost	$13,292	$0
1001 N. Kennedy (High School Athletics)	Bleachers-Softball	Replacement Cost	$180,250	$0
1001 N. Kennedy (High School Athletics)	Bleachers/Press Box/Lights-Baseball	Replacement Cost	$1,060,000	$45,000
1001 N. Kennedy (High School Athletics)	Canopy over Bleachers-Baseball	Replacement Cost	$381,000	$25,000
1001 N. Kennedy (High School Athletics)	Discus Net	Replacement Cost	$2,500	
1001 N. Kennedy (High School Athletics)	Dugouts (2)-Baseball	Replacement Cost	$50,000	$0
1001 N. Kennedy (High School Athletics)	Fence Softball (Interior & Exterior)	Replacement Cost	$98,380	$0
1001 N. Kennedy (High School Athletics)	Flagpole-Baseball	Replacement Cost	$4,000	$0
1001 N. Kennedy (High School Athletics)	Football Concession/Restroom	Replacement Cost	$1,091,832	$150,000

1001 N. Kennedy (High School Athletics)	Football Flag Pole	Replacement Cost	$4,000	
1001 N. Kennedy (High School Athletics)	Football Goal Posts	Replacement Cost	$20,000	$0
1001 N. Kennedy (High School Athletics)	Football Press Box	Replacement Cost	$3,330,000	$499,500
1001 N. Kennedy (High School Athletics)	Football Security Lights on Pole	Replacement Cost	$12,771	
1001 N. Kennedy (High School Athletics)	Football Turf	Replacement Cost	$1,300,000	
1001 N. Kennedy (High School Athletics)	Ornamental Fence & Chain Link Fence-Baseball (Interior, Exterior)	Replacement Cost	$190,550	$0
1001 N. Kennedy (High School Athletics)	Ornamental Fence & Chain Link Fence-Football (Interior, Exterior, Entry)	Replacement Cost	$152,860	$0
1001 N. Kennedy (High School Athletics)	Performing Arts & Athletic Center	Replacement Cost	$18,570,055	$2,785,508
1001 N. Kennedy (High School Athletics)	Physical Fitness Development Center	Replacement Cost	$1,763,640	$300,000
1001 N. Kennedy (High School Athletics)	Play Clocks (2)-Football	Replacement Cost	$10,000	$0
1001 N. Kennedy (High School Athletics)	Poles (4) & Lights (24)-Softball	Replacement Cost	$107,000	$0
1001 N. Kennedy (High School Athletics)	Scoreboard (Videoboard) (South)- Football	Replacement Cost	$475,860	$0
1001 N. Kennedy (High School Athletics)	Scoreboard-Baseball	Replacement Cost	$37,132	$0
1001 N. Kennedy (High School Athletics)	Scoreboard-Softball	Replacement Cost	$21,218	$0
1001 N. Kennedy (High School Athletics)	Softball Concession/Restroom	Replacement Cost	$134,064	$50,000
1001 N. Kennedy (High School Athletics)	Stadium Lights-Football	Replacement Cost	$533,685	$0
1001 N. Kennedy (High School Athletics)	Storage Building-Baseball	Replacement Cost	$25,255	$51,256
1001 N. Kennedy (High School Athletics)	Tennis Courts & Fence	Replacement Cost	$600,000	
1001 N. Kennedy (High School Athletics)	Tennis Facility	Replacement Cost	$2,266,000	$226,600
1001 N. Kennedy (High School Athletics)	Ticket Booth-Baseball	Replacement Cost	$10,102	$1,500
1001 N. Kennedy (High School Athletics)	Ticket Booth-Football (No Contents)	Replacement Cost	$154,088	$0
1001 N. Kennedy (High School Athletics)	Track	Replacement Cost	$484,500	$0
1001 N. Kennedy (High School Athletics)	Visitor Bleachers-Football	Replacement Cost	$300,000	$0

1115 N Kennedy	*Connex Storage Container 1	Stated Value	$8,000	$10,000
1115 N Kennedy	*Connex Storage Container 2	Stated Value	$8,000	$10,000
1115 N Kennedy	Brackeen Maintenance Shop	Replacement Cost	$640,000	$300,000
1401 E. Independence	2024 Awning	Replacement Cost	$120,000	
1401 E. Independence	Playground	Replacement Cost	$51,123	$0
1401 E. Independence	Sequoyah Elementary/Safe Rooms	Replacement Cost	$13,947,162	$2,092,074
1402 E Independence	2024 Parking Lot Lights (2)	Replacement Cost	$6,000	
1830 N. Beard	ACV-Jim Thorpe Academy	Actual Cash Value	$3,182,700	$463,500
1830 N. Beard	DRO-Pre-Fab Building	Debris Removal Only	$25,560	$10,000
1830 N. Beard	DRO-Pre-Fab Building	Debris Removal Only	$25,560	$0
1831 Airport Drive	Early Childhood Center	Replacement Cost	$14,325,280	$2,148,792
1831 Airport Drive	Parking Lot Lights (15)	Replacement Cost	$45,000	$0
1831 Airport Drive	Playground	Replacement Cost	$62,577	$0
1832 Airport Drive	2024 Awning	Replacement Cost	$375,000	
225 E MacArthur St	Canopy	Replacement Cost	$40,000	$0
225 E MacArthur St	Outdoor Basketball Goals	Replacement Cost	$1,926	$0
225 E MacArthur St	Parking Lots/Fencing	Replacement Cost	$19,170	$0
225 E MacArthur St	Playground (2) w/Swings & Climbing Wall	Replacement Cost	$62,577	$0
225 E MacArthur St	Will Rogers Elementary	Replacement Cost	$11,139,429	$1,721,041
225 E MacArthur St	Will Rogers Safe Room	Replacement Cost	$1,202,167	$175,072
315 W. Hayes	DRO-Washington School	Debris Removal Only	$149,601	$0
316 Wallace	Hiner Property (No Contents)	Replacement Cost	$126,804	$0
316 Wallace	Lot Near Hiner Property (Liability Only)	Liability Only	$0	$0

326 N. Union Avenue	Administration Building	Replacement Cost	$13,109,622	$1,966,443
3303 N Harrison	Transportation Building/Bus Barn	Replacement Cost	$2,546,010	$381,901
405 W. Dill	Jefferson Elementary	Replacement Cost	$11,749,166	$1,762,374
405 W. Dill	Parking Light Poles (2)	Replacement Cost	$6,000	$0
405 W. Dill	Playgrounds	Replacement Cost	$62,577	$0
412 N. Draper Avenue	Exterior Basketball Goals	Replacement Cost	$1,926	$0
412 N. Draper Avenue	Horace Mann Elementary	Replacement Cost	$8,829,685	$1,324,457
412 N. Draper Avenue	Pavillion & Benches	Replacement Cost	$12,781	$0
412 N. Draper Avenue	Playgrounds	Replacement Cost	$62,577	$0
412 N. Draper Avenue	Safe Rooms/(2) Classrooms	Replacement Cost	$750,008	$112,501
4300 N. Union Avenue	Bleachers	Replacement Cost	$6,349	$0
4300 N. Union Avenue	Exterior Basketball Goals (4)	Replacement Cost	$3,852	$0
4300 N. Union Avenue	Exterior Light Poles (8)	Replacement Cost	$24,000	$0
4300 N. Union Avenue	Fence/Backstop	Replacement Cost	$19,045	$0
4300 N. Union Avenue	Marquee Sign	Replacement Cost	$34,916	$0
4300 N. Union Avenue	Middle School-Bodard Campus	Replacement Cost	$27,015,080	$4,052,262
4300 N. Union Avenue	Physical Ed. Building-Bodard Campus/Field House	Replacement Cost	$852,075	$127,811
4300 N. Union Avenue	Scoreboard	Replacement Cost	$11,559	$0
4300 N. Union Avenue	SMS Avedis Recreational Park (4 Tennis Courts, 7 Light Poles, Bleachers with Canopy, Fences, Water Fountain, 2 Basketball Courts, Walking Trail & Amphitheatre)	Replacement Cost	$812,548	$0
501 N. Union	ACV-Union Street Gym	Actual Cash Value	$3,633,015	$529,079
501 N. Union	DRO-Crossroads Head Start Building (No Contents)	Debris Removal Only	$500,000	$0
501 N. Union	Parking Lot Lights (3)	Replacement Cost	$9,000	$0

710 W Ford Street	Vacant Land (Liability Only)	Liability Only	$0	$0
711 Kickapoo Spur	Distribution Center - CNP	Replacement Cost	$477,405	$60,000
711 Kickapoo Spur	Parking Lot Lights (3)	Replacement Cost	$9,000	$0
711 Kickapoo Spur	Pre-Fab Refrigeration Unit	Replacement Cost	$371,315	$60,000
728 W. Ford	Dwelling (Liability Only)	Liability Only	$0	$0
730 W Ford	Dwelling (Liability Only)	Liability Only	$0	$0
733 N. Kickapoo	Maintenance Office	Replacement Cost	$185,190	$27,778
802 W Ford	Dwelling (Liability Only)	Liability Only	$0	$0
909 N. Kickapoo	Fitness Center (Liability Only)	Liability Only	$0	$0
SW/4, SE/4, Sec 36, T11N, R3E, Pottawatomie Co, OK	Vacant Land - New Elementary Land (Liability Only)	Liability Only	$0	$0
	Total		**$191,347,886**	**$27,675,460**

Floater Limit: $367,445
EDP Limit: $500,000
Extra Expense Limit: $1,025,000

Auto Schedule

Vehicle Number	Year	Make	Model	Capacity	VIN	Value
3109-000001	2007	PACE	14' Enclosed Trailer (FOOTBALL)		4P2UB14237U079845	$3,200
3109-000003	2019	Collins	Activity Bus		1HA6GUBG9KN008767	$62,766
3109-000004	2017	Isuzu	Box Truck w/Lift		JALC4W168H7002796	$30,000
3109-000005	1982	16' Stock	Bumper Trailer (AG)		079387	$3,500
3109-000012	2011	IC	Bus		4DRBUSKN2BB373755	$15,000
3109-000013	2011	IC	Bus		4DRBUSKN4BB372624	$15,000
3109-000014	2011	IC	Bus		4DRBUSKN6BB372625	$15,000
3109-000015	2011	IC with lift	Bus		4DRBUSKN5BB372602	$20,000
3109-000019	2013	International	Bus		4DRBUSKP0CB687181	$15,000
3109-000021	2013	International	Bus		4DRBUSKP4CB687216	$15,000
3109-000022	2013	International	Bus		4DRBUSKP8CB687218	$18,000
3109-000023	2015	International	Bus		4DRNZSKK2FB026968	$18,000
3109-000024	2015	International	Bus		4DRBUC8N5GB006059	$18,000
3109-000025	2015	International	Bus		4DRBUC8N5GB006060	$18,000
3109-000026	2015	International	Bus		4DRBUC8N5GB006061	$18,000
3109-000027	2020	International	Bus		4DRBUC8NOLB336475	$98,969
3109-000028	2019	Collins	Bus		1HA6GUBG1KN008990	$62,766
3109-000029	2022	International	Bus		4DRBUC8N3NB680949	$83,298
3109-000030	2022	International	Bus		4DRBUC8NXNB680950	$83,298
3109-000031	2022	International	Bus		4DRBUC8N4NB395967	$83,298
3109-000032	2023	International	Bus		4DRBUC8N3PB739579	$94,955
3109-000033	2023	International	Bus		4DRBUC8NXPB739580	$94,955
3109-000034	2023	International	Bus		4DRBUC8N1PB739581	$94,955
3109-000035	2022	Collins	Bus		1GB3GS73N1216994	$66,882
3109-000036	2023	Collins	Bus		1GB3GSB76P1193018	$100,000
3109-000037	2024	International	Bus		4DRBUC8N5RB770870	$117,000
3109-000041	1998	Ford	Econoline Van		1FMRE1128WHA61455	$3,000
3109-000042	2010	Ford	Econoline Van		1FMNE1BW9ADA07162	$5,000
3109-000043	2024	International	Electric Bus		4DREBE2N7RB433379	$375,000
3109-000044	2024	International	Electric Bus		4DREBE2N7RB433382	$375,000
3109-000045	2023	Ford	Expedition		1FMJK1H84PEA58250	$64,500
3109-000046	2007	Chevrolet	Express Van		1GNFG15TX71134251	$5,000
3109-000047	2008	Chevrolet	Express Van		1GNFG154581118162	$5,000
3109-000048	2019	Ford	F250 Pickup		1FT7W2B65KEF21277	$39,000
3109-000049	2021	Ford	F250 Pickup		1FT7W2B61MEC11114	$44,000
3109-000050	2021	Ford	F250 Pickup		1FT7W2B62MEC10697	$42,000
3109-000051	2021	Ford	F250 Pickup		1FT7W2B60MEC09273	$44,000
3109-000052	2021	Ford	F250 Pickup		1FT7W2B64MEC11110	$44,000
3109-000053	2022	Ford	F250 Pickup		1FT7W2B62NEC67564	$43,000
3109-000054	2020	Ford	F350 Pickup		1FT8W3B6XLEE35247	$42,000
3109-000055	1993	16'	Flat Bed Trailer		1111	$2,000
3109-000056	2015	Ford	Fusion		3FA6P0H76FR182261	$3,500
3109-000057	2020	Dodge	Journey SUV		3C4PDCAB7LT247978	$7,500
3109-000058	2020	Holt	Landscape Trailer		4COFS162XLA000038	$4,500
3109-000059	2023	Chevy	Malibu		1G1ZC5STXPF114347	$25,595
3109-000060	2018	Isuzu	NPR-EFI Box Truck w/ Lift		54DB4W1B2JS811574	$20,000
3109-000062	1997	Chevrolet	Pickup		1GCGK24RXVZ257151	$5,000
3109-000066	2020	Dodge	Ram Pickup		3C6JR6DTXLG204216	$28,200
3109-000067	2020	Dodge	Ram Pickup		3C6JR7DT9LG204312	$25,000
3109-000069	2019	Lark	Stock Trailer (Enclosed AG)		571BE1428KM031411	$4,000

3109-000070	2023	Chevy	Suburban		1GNSKBKD4PR243077	$50,500
3109-000071	2010	Ford	F350 Super Duty PU		1FTWW3DR1AEA90122	$15,000
3109-000072	2018	Ford	Transit Van		1FTYR3XG6JKA55006	$31,000
3109-000073	2005	Chevrolet	Truck		1GCEC14T25E244508	$5,000
3109-000074	2004	Chevrolet	Truck		1GCHC24U14E194372	$5,000
3109-000078	2009	Ford	Van		1FMNE11L69DA11950	$5,000
3109-000085	2025	International	Electrical Bus w/Lift		4DREBE2N7SB047308	$399,000
3109-000086	2025	International	Electric Bus		4DREBE2N8SB046622	$375,000
3109-000087	2025	International	Electric Bus		4DREBE2NXSB046623	$375,000
3109-000088	2024	International	Electric Bus		4DREBE2N3RB433380	$375,000
3109-000089	2024	International	Electric Bus		4DREBE2N5RB433381	$375,000
3109-000090	2025	International	Electrical Bus w/Lift		4DREBE2N9SB047309	$399,000
3109-000091	2025	Ford	F250 Pickup		1FT7W2BT5SED97453	$51,890
3109-000092	2025	Bil-Jax	50' Boom Lift Trailer		5CUAJ2010SA000382	$40,000
3109-000093	2026	Man Lift	Lift		M900001781	$12,500
3109-000094	2026	Load Trail	Dump Trailer		4ZEDT1626T3373615	$10,700
3109-000095	2026	Gooseneck	Stock Trailer		1Z9SG242940169544	$14,500
3109-000096	2017	Freedom	Large Band Trailer		5WKBE2029H1046952	$6,000
3109-000097	2026		Small Band Trailer		TBD	$3,200
3109-000098	2026	Ford	Expedition		1FMJU1J88TEA40882	$60,583
					Total:	**$5,129,510**

Overview

Background

The Oklahoma Schools Insurance Group (OSIG) is a public entity of the State of Oklahoma, formed as an Interlocal Agreement in accordance with 74 O.S. 1004(f), for the purpose of joining together a group of Oklahoma public school districts. OSIG will allow member districts to more efficiently and more economically obtain and manage their insurance programs.

OSIG obtained approval to operate from the Oklahoma Attorney General on June 28, 2001. Effective July 1, 2002, OSIG began full operation by providing its member districts with broad insurance coverage through “A” rated insurance carriers and professional risk management services. Over the past 24 years, OSIG's membership has grown to 541 and the program insures more than $32 Billion in school property across Oklahoma.

Structure

OSIG is a non-profit, member-owned, public entity program whose management is completely controlled by a Board of your peers.

"The mission of Oklahoma Schools Insurance Group (OSIG) is to provide quality, cost effective risk management products and services to member schools."

The group purchases insurance and reinsurance from "A"-rated carriers. OSIG's insurance providers are long-term partners and committed to OSIG and Oklahoma schools.

OSIG has contracted with Risk Program Administrators in Tulsa to administer the program. RPA is one of the largest insurance brokers in the world and manages programs similar to OSIG across the country.

It is important to know that the insurance coverage provided by OSIG was specifically tailored to meet the needs of Oklahoma schools. The coverage is what you need to protect your school’s property, your students and patrons.

Losses are a part of life. Only OSIG has the collective strength and staying power to provide the protections you need. By remaining together as a group, OSIG will be able to continue to provide you with the quality, fair-priced **insurance and risk management** services you need to protect your school’s assets, your board, your staff and, most importantly, your children.

Financial Strength

OSIG is financially strong and we have the funds (cash) we need to pay your claims. OSIG has returned more than $9 million to our members over the years as distributions. Surplus at year ended 6/30/2025 was more than $21 million and our assets were more than $105 million.

We believe in complete transparency. We submit to an annual financial audit each year end and share our operating results with our members each year.

The financial condition of an insurance group should be of utmost importance to you when choosing an insurance partner for your district.

Statement of Net Assets

As of 06/30/2025

Cash	$67,503,673
Other Assets	$37,632,794
Total Assets	$105,136,467
Total Liabilities	$83,166,312
Total Net Assets/Surplus	**$21,970,155**

We urge you to obtain and review audited financial statements from every insurance provider that may offer your school district a quote. Financial statements are required by law and can be obtained at ok.gov/oid. Click on Interlocals under the Quick Links section of the homepage. Your school's auditor can help in analyzing the statements.

Important Plan Information

It is important to understand that OSIG is not an insurance company, but rather a non-profit, cooperative risk management program owned and directed by Oklahoma Schools. Its mission is to reduce insurance costs and stabilize rates by aggregating purchasing power **with an intense focus on controlling member losses**. When losses are controlled, OSIG's member schools retain the underwriting profit and investment income thereby increasing fund reserves for future years. OSIG purchases per occurrence and liability aggregate protection for its member schools. The per occurrence insurance protects member schools up to $2,000,000,000 for property losses and $2,000,000 for liability claims in **each and every occurrence subject to a $10M annual aggregate limit**. The aggregate insurance protection is purchased in the unlikely event that sum total of all OSIG losses are significantly more than actuarially projected. Additional excess liability limits are available for members requiring higher limits.

This proposal is an outline of the coverages proposed by insurers based on the information provided by your school district. It does not include all the terms, coverages, exclusions, limitations and conditions of the actual contract language. Please refer to the plan document for the details.

Actuarial Review

An independent actuary has been retained by OSIG to make projections as to anticipated claims and losses the program should expect on an annual basis. The OSIG actuary has relied on the historical loss experience and exposures provided to OSIG by the member school districts to make projections of OSIG's expected losses. OSIG adequately funds to, or in excess of, the expected loss projections through member contributions (insurance cost) and our own surplus.

Membership contributions are used to buy insurance, pay administrative expenses and fund for members' claims. Similar successful programs throughout the country for schools and municipalities are protected using the same insurance structure as OSIG has deployed. As with any insurance mechanism, OSIG does not guarantee full funding in the event unimaginable losses would materialize that are many times greater than what is indicated by past history. The OSIG board is charged with developing a plan to address under funding in this unlikely event.

Procedure to Renew Coverage

Notify your agent of your acceptance of this insurance renewal proposal. Your agent will advise the OSIG administrative staff in writing that you wish to renew the insurance coverage.

The signed Resolution by the member's Board of Education should be returned to OSIG before June 30, 2026 in order to bind coverage effective 7/1/2026.

Risk Management and Loss Control Tools

- On Site Safety Inspection
- Onsite Appraisals
- Stop It Anonymous Incident Reporting Mobile and Web App
- Risk Management focused website **osig.org**
- Vector Solutions – Professional Development Training Platform
- Beazley & Lodestone Cyber Portal
- Helix Intel
- HSB Water and Temperature Monitoring Devices (Pilot Program)

Contacts For Questions

Coverage Questions

Your Local Agent or:

Jennifer McKenzie
Risk Program Administrators
5314 S. Yale Avenue, Suite 900
Tulsa, OK 74135
Phone: 918-764-7137
Fax: 866-420-0695
Email: mailto:Jennifer_mckenzie@osigadmin.org

Eastern Oklahoma Schools (East of I-35)

Guy Griggs
Insurica
11 East Broadway
Sand Springs, OK 74063
Phone: 918-245-2558
Fax: 918-245-8553
Email: guy.griggs@insurica.com

General Program Questions

Rick Thomas
Executive Director
P.O. Box 3068
Tulsa, OK 74101
Phone: 918-688-1056
Fax: 866-420-0695
Email: osigdirector@gmail.com

OSIG Board Members

Terry Davidson – Chairman	Comanche Schools	580.439.2900
Sherry Durkee – Vice Chairman	Sand Springs Schools	918.246.1406
Dr. John Cox – Treasurer	Peggs Schools	918.598.3412
Shelley Free – Secretary	Kiamichi Technology Center	918.465.2323
Jeremy Hogan – Member	Collinsville Schools	918.371.2326
Jeff Daugherty – Member	Merritt Schools	580.225.5460
Jason Lindley – Member	Hartshorne Schools	918.297.2534
Laura Sprouse - Member	Select Actuarial Services	615-620-7584
Steve Moyer - Member	Shelter Insurance	918.396.3379

OSIG Oklahoma Schools Insurance Group

Resolution of Shawnee Public Schools to Join Oklahoma Schools Insurance Group

Whereas, Oklahoma Schools Insurance Group ("OSIG") is an Oklahoma interlocal formed in accordance with Oklahoma law to enable Oklahoma School Districts to cooperate with each other to procure insurance services, benefits and insure against losses and possible liabilities in the most cost effective manner; and

Whereas, Shawnee Public Schools is an Oklahoma public school district ("the District"); and

Whereas, OSIG has provided to the District a Plan Document which includes a quotation for certain insurance coverages for the 2026/2027 plan year; and

Whereas, the quotation is acceptable to the District;

Now, therefore be it resolved, that the District herby joins OSIG as a Member;

Be it further resolved, that so long as the District remains as a Member, the District shall comply with OSIG's bylaws, the Plan Document and OSIG claim reporting procedures; and

Be it further resolved, that by the adoption and signing of this resolution, Shawnee Public Schools understands and agrees that school district members are responsible for their own loss experience and will not be singly responsible for other members' losses.

Date: _____

Shawnee Public Schools By:

_____
President, Board of Education

Attest:

_____
Clerk, Board of Education

THE CENTER for EDUCATION LAW P.C.

F. Andrew Fugitt
Laura L. Holmes

Tyler G. Hopkins

Of Counsel
Justin C. Cliburn
David L. Kinney
Belinda H. Tricinella

900 N. Broadway Ave., Suite 300
Oklahoma City, OK 73102

t 405.528.2800
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www.cfel.com

BASIC LEGAL SERVICES PROGRAM
2026-2027 AGREEMENT

Shawnee Public Schools

Independent School District No. 93 of Pottawatomie County, Oklahoma

Agreement between the school district named above ("District") and The Center for Education Law, P.C., an Oklahoma professional corporation, ("Center") for Fiscal Year 2026-2027 ("Fiscal Year").

IT IS AGREED:

1. Scope of Services: Center shall provide legal representation and services to District as directed by the Superintendent or the President of the Board of Education as provided below.

2. Program Fee and Benefits: District shall pay Center the sum of One Thousand Dollars ($1,000.00) as a participation fee for Center's 2026-2027 Basic Legal Services Program and be entitled to the following:

   a. Center shall provide District with a Seventy-five Dollar ($75.00) discount on attorney fees and expenses billed in each calendar month of the Fiscal Year which shall not be cumulative;
   b. Center shall provide District with a toll-free telephone number (800-375-3375) to call the Center;
   c. Center shall provide the hourly rates set forth below which are discounted from the firm's regular hourly rates;
   d. Center shall provide the availability of an on-call attorney after hours for consultation during board meetings Monday through Thursday until 10:30 p.m. with advanced notice; and
   e. Travel time will be billed at one-half the rates set forth above for travel outside of Oklahoma County.

3. Discounted Hourly Rates: District shall compensate Center for legal services provided by Center to District on an hourly basis, billed in one-tenth-hour (6 minutes) increments, as follows:

Shareholders/Of Counsel	$ 300.00
Senior Associates	$ 260.00
Associate Attorneys	$ 245.00
Legal Interns/Paralegals	$ 125.00

4. Reimbursed Expenses: The following expenses incurred in the representation of District by Center shall be reimbursed by District:

   a. Litigation costs including but not limited to, filing fees, deposition costs, witnesses and investigation expenses;
   b. Photocopies at 15¢ per copy;

c. Computerized legal research;
d. Postage and actual charges incurred for out-of-office copy, courier, and express mailing services; and
e. Mileage for travel per mile from Center's office at the rate approved by the Internal Revenue Service.

5. Invoices: Center shall submit invoices to District for fees and expenses for calendar months in which fees and expenses are incurred. Monthly summaries of fees and expenses will be provided to District's Superintendent.

6. Other Representation: District acknowledges that Center represents other entities, including but not limited to public schools in Oklahoma. Center will disclose any potential conflicts of interest once identified and may seek consent to waive any conflict of interest if applicable.

7. Staffing: From time to time, two or more attorneys may confer or attend meetings and/or proceedings on District's behalf. We believe that this practice facilitates communication, improves the quality of work, and better serves your legal needs.

8. Technology: Center utilizes various technology, including electronic communications and case management software which cannot be fully protected from unauthorized interception and, due to human error, may result in electronic communications being inadvertently sent to the wrong person. You authorize Center to transmit information, including confidential information, by unencrypted e-mail, text messages, or case management software when we believe it is appropriate.

9. Use of Artificial Intelligence: Center may utilize artificial intelligence ("AI") tools or software to assist in the performance of its legal services. These tools may be used to enhance legal research, drafting, document review, or other tasks to improve efficiency and reduce costs. Center is fully responsible for all work product and will review and supervise any output generated with the assistance of AI tools to ensure it meets professional standards and complies with applicable ethical obligations. Confidentiality will be maintained in accordance with applicable rule of professional conduct. No confidential client information will be entered into any AI system without reasonable assurances that such information will remain protected and not be shared, stored, or used by third parties without authorization. By entering into this Agreement, District acknowledges and consents to Center's limited use of AI tools as described above.

THE CENTER FOR EDUCATION LAW, P.C.

By: Laura L. Holmes

"DISTRICT"

By: _____
Board President or Superintendent

OSAG
Oklahoma School Assurance Group
P.O. Box 429
Muskogee, OK 74402-0429
Phone: (918) 683-7844
Fax: (918) 687-0244

Invoice # 41186

Account Number	Date
SHAWSCH-01	7/1/2026
BALANCE DUE ON	
Upon Receipt	
AMOUNT PAID	**Amount Due**
	$216,950.00

Shawnee School District
Superintendent
326 N Union St
Shawnee, OK 74801-7053

Worker's Compensation PolicyNumber: WC 2026-27 Effective: 7/1/2026 to 7/1/2027

Item #	Trans Eff Date	Due Date	Trans	Description	Amount
161072	7/1/2026	7/1/2026	PREN	Workers Compensation 2026-27	$216,950.00

Total Invoice Balance: **$216,950.00**

THERAPEDS LLC

PEDIATRIC THERAPY SERVICES

PROFESSIONAL SERVICES AGREEMENT SPEECH-LANGUAGE AND OCCUPATIONAL THERAPY SERVICES

This Professional Services Agreement ("Agreement") is entered into as of June 2026, by and between TheraPeds, LLC ("TheraPeds") and Shawnee Public Schools ("District").

WHEREAS, the District requires speech-language pathology and occupational therapy services to support students receiving special education and related services; and

WHEREAS, TheraPeds possesses qualified personnel capable of providing such services in accordance with applicable federal and state laws;

NOW, THEREFORE, the parties agree as follows:

1. TERM OF AGREEMENT

This Agreement shall remain in effect for the regular and extended 2026–2027 school year unless terminated earlier pursuant to this Agreement.

Either party may terminate this Agreement without cause by providing thirty (30) days written notice to the other party.

Either party may terminate this Agreement immediately for material breach of contract, failure to comply with applicable laws or regulations, or conduct that jeopardizes student welfare or program integrity.

2. SERVICES PROVIDED BY THERAPEDS

TheraPeds shall provide qualified Speech-Language Pathologists (SLPs), Occupational Therapists (OTs), Occupational Therapy Assistants (OTAs), Speech-Language Pathology Assistants (SLPAs), and other appropriately credentialed personnel as needed to perform services including:

a. Evaluation, screening, assessment, and re-evaluation of students as required by IDEA, Oklahoma State Department of Education regulations, and District policies.

b. Development and implementation of Individualized Education Programs (IEPs), treatment plans, goals, and related documentation.

THERAPEDS LLC
PEDIATRIC THERAPY SERVICES

c. Direct individual and group therapy services.

d. Consultation with teachers, administrators, parents, and other educational personnel regarding student needs and progress.

e. Attendance at IEP meetings, eligibility meetings, staffing meetings, and parent conferences when reasonable notice is provided.

f. Maintenance of therapy notes, progress reports, evaluation reports, Medicaid documentation, and all required professional records.

g. Supervision of therapy assistants and paraprofessionals when required by law or professional standards.

h. Consultation regarding classroom accommodations, modifications, and therapeutic recommendations.

i. Case management responsibilities when mutually agreed upon by the parties.

3. MONTHLY SERVICE CAP

TheraPeds shall provide services on an as-needed basis; however, services under this Agreement shall not exceed two hundred twenty (220) billable hours per month without prior written authorization from the District.

Additional hours requested by the District beyond the monthly cap may be approved at the sole discretion of TheraPeds and billed at the rates outlined herein.

4. DISTRICT RESPONSIBILITIES

The District shall:

a. Provide adequate and confidential workspace for evaluations, therapy sessions, meetings, and documentation.

b. Provide access to student records, IEPs, schedules, and educational information necessary for service delivery.

c. Coordinate scheduling of students and provide timely notice of meetings requiring therapist attendance.

d. Provide district-required forms, technology access, and other resources necessary for service delivery within the school setting.

e. Designate an administrative contact for communication and coordination of services.

THERAPEDS LLC
PEDIATRIC THERAPY SERVICES

5. COMPENSATION

The District shall compensate TheraPeds as follows:

a. Professional therapy services shall be billed at a rate of Eighty Dollars ($80.00) per hour.

b. Services shall be billed in fifteen (15) minute increments.

c. Travel time between District buildings during the workday shall be billable at the same hourly rate.

d. Evaluation time, report writing, IEP preparation, consultation, meetings, documentation, and other professional activities required for service delivery shall be considered billable time.

6. INVOICING AND PAYMENT

TheraPeds shall submit invoices monthly for services rendered during the preceding month.

Payment shall be due within fifteen (15) calendar days of receipt of invoice.

Any unpaid balance exceeding thirty (30) days may accrue interest at the maximum rate permitted by Oklahoma law.

7. INDEPENDENT CONTRACTOR STATUS

TheraPeds and its personnel shall at all times remain independent contractors and shall not be considered employees of the District.

TheraPeds shall be solely responsible for payroll taxes, employee benefits, workers' compensation coverage, and all employment-related obligations associated with its personnel.

8. NON-SOLICITATION OF PERSONNEL

The District agrees not to directly hire, contract with, recruit, solicit, or otherwise engage any TheraPeds employee, subcontractor, or contractor during the term of this Agreement and for two (2) years following termination of this Agreement without the prior written consent of TheraPeds.

THERAPEDS LLC
PEDIATRIC THERAPY SERVICES

9. INSURANCE

TheraPeds shall maintain professional liability insurance coverage with limits of not less than $1,000,000 per occurrence and $3,000,000 aggregate.

Proof of insurance shall be provided upon request.

10. COMPLIANCE WITH LAWS

Both parties shall comply with all applicable federal, state, and local laws, including but not limited to:

- Individuals with Disabilities Education Act (IDEA)
- Family Educational Rights and Privacy Act (FERPA)
- Oklahoma State Department of Education regulations
- Medicaid documentation and billing requirements, when applicable

11. CONFIDENTIALITY

TheraPeds shall maintain the confidentiality of all student records and protected information in accordance with FERPA, HIPAA (when applicable), and all other applicable laws and regulations.

12. INDEMNIFICATION

Each party shall be responsible for its own acts, omissions, negligence, and misconduct.

Neither party shall be liable for the acts or omissions of the other party.

13. ENTIRE AGREEMENT

This Agreement represents the entire agreement between the parties and supersedes all prior oral or written negotiations, understandings, and agreements relating to the subject matter herein.

Any modification must be made in writing and signed by both parties.

14. GOVERNING LAW

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

THERAPEDS LLC
PEDIATRIC THERAPY SERVICES

SIGNATURES

SHAWNEE PUBLIC SCHOOLS

By: Allyson Cleveland

Title: Director of Special Services

Date: 6-24-2026

THERAPEDS, LLC

By: _____

Kortnei Gutierrez, Owner

Date: _____

Supplemental Staffing Agreement

This agreement is entered in August 2026 by and between **Shawnee Public School** hereinafter referred to as the **facility** and **Specialty Care Pediatrics, Inc.** hereinafter referred to as the **Agency.**

Terms of Agreement

This agreement shall commence January 2026. Either party may cancel or amend this agreement by giving the other party 30 days written notice.

This contract is stating that there will be nursing services provided every day that school will be in session that the individuals receiving the services are present.

Description of Services

The agency shall upon request of the facility, supply health care personnel to the facility for supplemental staffing; The agency shall be responsible for the screening of all personnel to determine the qualifications and competence of the personnel. The screening process shall be determined by the agency. However, the agency agrees that all personnel sent to the facility shall meet the qualifications below.

Agency personnel requirements:

TB screening, Hepatitis screening, Valid driver's license, Knowledge of universal precautions, must satisfactorily pass competency evaluation, Ability to read and write English, Present in a professional manner, Maturity and ability to deal effectively with the demands of the job, adhere to the facilities dress code, OK Screen, Copy of current nursing license and CPR certified.

The agency acknowledges and agrees that is an independent contractor of the facility and all personnel who perform services at the facility shall be deemed employees of the agency. The agency shall withhold from compensation payable to such personnel, Federal income tax. FICA. And any other amounts required by law to he withheld by employers.

Supplemental Staffing Agreement

Indemnification

The agency agrees to indemnify, defend and hold harmless the facility from all liability, claims, demands, costs or judgments arising out of injury and damages caused by the agency's employees and the negligence and /or intentional acts unless liability is caused by or arises from the negligence or intentional acts or omissions of the facility's agents, employees, officers or partners.

The facility agrees to notify the agency within five working days of any claim made against it based on the obligation indemnified against above. The facility further agrees to indemnify and hold harmless the agency from all claims, suits, demands, cost, or judgment arising out of negligence and /or acts of the facility's employees, Agents, officers or partners.

The facility will further supply to the agency evidence of premise liability coverage the agency will furnish evidence of Workers Compensation insurance for its employees, agents, officers or partners.

Liability for Injuries Caused by Students or School Employees

The school acknowledges and understands that interactions with students and school employees may involve certain risks. To the fullest extent permitted by law, Specialty Care Pediatrics shall not be held liable for any injury, loss, damage, or claim arising from acts, omissions, or conduct of students, faculty, staff, or other school personnel, except in cases of gross negligence or willful misconduct by Specialty Care Pediatrics

Recruitment of Agency and Facility Personnel

Recognizing the special nature of the relationship existing between each party and that the recruiting and gaining of personnel by each party is a costly and time-consuming endeavor, each party agrees that it will not actively recruit each other's personnel. If such practice occurs, this will constitute a breach of contract and the agreement would be terminated immediately. Furthermore, a $1,500 fee will be charged to the facility.

Right to Dismiss

If at the sole discretion of the facility, an employee from the Agency is deemed substandard while performing his/ her duties the facility may require said employee to leave the facility's premises.

Miscellaneous

The agency staff rendering services to the facility have read and signed a confidentiality statement prior to working.

The Agency's employees will abide to the facilities policies and procedures.

In witness hereof, the parties hereto have executed this agreement.

Specialty Care Pediatrics

Signature with Title

Jami Reed

Jami Reed, Owner/CEO

Date

04/29/2026

Address

14324 N Western Ave

Edmond, Oklahoma 73013

Shawnee Public School

Signature with Title Allyson Cleveland Director of Special Services

Date 6-24-26

Address 326 N. Union, Shawnee, OK 74801

MANAGEMENT
EMPLOYMENT SERVICE AGREEMENT

This Management Employment Service Agreement is made this ___ day of _____, 2026, by and between Shawnee Public Schools (hereafter, "School") and Oklahoma State School Boards Association Employment Services Program (hereafter, "OSSBA").

The Board of Education of the School has voted to join the OSSBA Employment Services Program for the 2026-2027 school year and agrees to pay OSSBA an administrative fee in the amount equal to $6.50 per employee.

Payment: During the term of this Service Agreement, ***at the beginning of each calendar quarter, OSSBA will issue an invoice*** to the School for an amount equal to a quarter of the total annual administrative fee. Upon receipt, the School shall pay the full amount invoiced. OSSBA records indicate 500 school employees, for a total annual administrative fee of $3,250.00.

Administrative Fee Invoicing: OSSBA will invoice your district quarterly (four times per year) for the administrative fee. Each invoice will be for one quarter of your annual fee ($6.50 per employee ÷ 4 quarters). The School is responsible for paying these invoices to OSSBA, separate from any payments owed to the Oklahoma Employment Security Commission (OESC). If you have questions about these invoices, please contact the OSSBA Chief Financial Officer.

Services Provided: The administrative fee will be paid in exchange for employment related services provided by OSSBA, including but not limited to:

1) Providing complete legal representation by an Oklahoma licensed attorney in all aspects of the unemployment claims process before the Oklahoma Employment Security Commission (hereafter 'OESC'). This representation is limited to claims and administrative hearings directly with the OESC and DOES NOT include representation in judicial reviews or court proceedings. See 'Scope of Legal Representation' section below;
2) Auditing the payment of all unemployment claims to ensure the minimum is paid and any overpayments are recovered;
3) Providing quarterly reports of unemployment claims and amounts paid by the OESC to Claimants on the School's behalf;
4) Providing up-to-date Legislative and Administrative Law Updates to keep the School informed of changes that affect unemployment claims and costs; and
5) Providing opportunities for employment training and information.

Scope of Legal Representation: The legal representation provided by OSSBA under this Agreement is limited to claims adjudication and administrative hearings conducted by the Oklahoma Employment Security Commission (OESC). This includes representation in protests of claims, appeals before OESC hearing officers, and related administrative proceedings.

The current membership fee DOES NOT include representation in any judicial review proceedings, appeals to the Oklahoma Court of Appeals, or any other court proceedings. The School is responsible for determining whether additional legal representation is needed for such matters.

The School may discuss with OSSBA the availability and cost of representation beyond the scope of this Agreement on a case-by-case basis, but any such representation would require a separate agreement and additional fee. All requests for representation outside the scope of this Agreement must be submitted in writing to the OSSBA Employment Services Program Director for consideration and approval.

Information Access: The School will grant to OSSBA Third Party Administrator (TPA) access rights to the School's EZ Tax Express Account administered by the Oklahoma Employment Security Commission (OESC) in order for OSSBA to appropriately administer School's unemployment claims and assist with financial accounting and quarterly contribution reporting. Further, the School agrees to provide OSSBA with access to other information systems administered by the OESC if access is deemed necessary to process unemployment claims on School's behalf.

Contact Information: The School shall designate contact personnel for OSSBA Employment Services Program administration. The persons named below will be responsible for providing information to OSSBA regarding unemployment claims and will receive copies of OSSBA correspondence.

PRIMARY CONTACT PERSON:		**SECONDARY CONTACT PERSON:** (To be CC'd on communications if primary contact is unavailable)	
Name:	_____	Name:	_____
Title:	_____	Title:	_____

Email: _____ Email: _____

Phone: _____ Phone: _____

Additional Contacts to Receive Cc on Employment Services Correspondence: You may designate additional personnel who should receive copies of OSSBA Employment Services correspondence. This may include superintendents, human resources staff, business office personnel, or other school officials who have a need to know about unemployment claims and related matters. Please email es@ossba.org your additional contacts.

School Payment Responsibilities: Under this Management Membership option, the School is responsible for paying all unemployment claims directly to the OESC. OSSBA will provide quarterly reports detailing the amount of claims paid by the OESC on the School's behalf, but the School must submit these payments directly to the OESC. The School shall maintain sufficient funds to cover all unemployment claims as they become due. OSSBA is responsible only for managing and contesting claims; payment of awarded claims is the sole responsibility of the School.

Term of Agreement: This Service Agreement will be effective for the 2026-2027 fiscal year which ends on June 30, 2027. This Service Agreement may be renewed for a subsequent fiscal year by the Board of Education of the School taking such necessary action.

Revision or termination of Agreement: Either party may revise this Service Agreement with 60 days' written notice to the other party.

Termination of this Agreement may occur under the following circumstances:

1. If either party does not fulfill what it has agreed upon in the above terms, termination may be made within 30 days' written notice to the other party.

2. Return of Signed Agreement Deadline: The School must return the signed Service Agreement to OSSBA by June 30th of each fiscal year. Failure to return the signed agreement by this deadline will result in automatic termination of services effective immediately, unless the School contacts OSSBA in writing to request an extension prior to the deadline. OSSBA may grant a reasonable extension at its discretion.

3. Non-Payment of Administrative Fees: If administrative fees remain unpaid for more than 90 days past the due date, OSSBA may terminate this Agreement effective immediately upon written notice to the School. The School shall remain liable for all unpaid fees and any associated costs.

Upon termination of this Agreement for any reason, the School shall continue to be responsible for all outstanding unemployment claims liability.

Signed:



Shawn Hime
OSSBA Executive Director

04/15/2026
Date

_____
School Board President or Designee
Shawnee Public Schoots

_____
Date

SHAWNEE BOARD OF EDUCATION	CFBB-E

APPLICATION FOR SANCTIONING

This is a request for sanctioning by the Applicant to the Shawnee Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. The applicant is a student achievement program or a parent-teacher association or organization.

Name of Applicant: Shawnee Soccer Booster Club

Applicant's Address: PO Box 691
Shawnee, OK 74802

Applicant's Taxpayer I.D. Number: 33-4529817

Applicant's Representative from whom additional information may be obtained: Carissa Vorndran

Applicant's Telephone Number: 405-822-8989

Applicant's Purpose, Goals, and Organizational Structure: Purpose/Goals: Raise money for Shawnee High School and Middle School boys' and girls' soccer teams to support them during seasons. Structue: Elected officer and parent volunteers, officers as follows for 26-27 Carissa Vorndran: President Elizabeth Snow: Vice President Tricia Marting: Secretary Sydnie Davidson : Treasurer

Describe how the school district and its students will benefit if the Applicant is sanctioned: Sanctioning allows thie organization to raise funds that directly benefit soccer student athletes. Funds raised are used to fund equipment food, travel, and team activities

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the Applicant, and the decision of the Board of Education is final and nonappealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and nonappealable.

APPLICATION FOR SANCTIONING (Cont.)

Applicant also acknowledges that, in order for the school district to consider whether to maintain the sanctioning action of applicant, applicant shall provide to the Board of Education, upon request, on an annual basis, by July 1 of each year, the audit report, if any, for applicant's recently ended fiscal year, prepared by an independent accounting firm.

Instructions for Completing Application:

1. Complete this application and the attached financial statement. Please print or type. If necessary, use additional sheets of paper.
2. Sign and date this application.
3. Deliver the application to:

_____ (name)
Shawnee Public Schools
326 N Union Ave, Shawnee OK 74801 address

Shawnee Soccer Booster Club
Applicant

By: Carissa Vorndran Date: 06/09/2026

SHAWNEE BOARD OF EDUCATION	CFBB-E

APPLICATION FOR SANCTIONING

This is a request for sanctioning by the Applicant to the Shawnee Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. The applicant is a student achievement program or a parent-teacher association or organization.

Name of Applicant: Shawnee Band Booster Association

Applicant's Address: P.O. Box 273
Shawnee, OK 74802

Applicant's Taxpayer I.D. Number: 93-4951332

Applicant's Representative from whom additional information may be obtained: Jamie Loving

Applicant's Telephone Number: 405-550-9791

Applicant's Purpose, Goals, and Organizational Structure: The purpose of Shawnee Band Booster Association is to raise awareness, support, and for the success of Shawnee's Band program.

Describe how the school district and its students will benefit if the Applicant is sanctioned: The Booster Association benefits students with financial support, support with competitions and performances and volunteer support to assist with Community engagement, fundraising, and support to the band directors.

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the Applicant, and the decision of the Board of Education is final and nonappealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and nonappealable.

APPLICATION FOR SANCTIONING (Cont.)

Applicant also acknowledges that, in order for the school district to consider whether to maintain the sanctioning action of applicant, applicant shall provide to the Board of Education, upon request, on an annual basis, by July 1 of each year, the audit report, if any, for applicant's recently ended fiscal year, prepared by an independent accounting firm.

Instructions for Completing Application:

1. Complete this application and the attached financial statement. Please print or type. If necessary, use additional sheets of paper.
2. Sign and date this application.
3. Deliver the application to:

_____ (name)

Shawnee Public Schools

326 N Union Ave, Shawnee OK 74801 address

Jamie Loving

Applicant

By: _____ Date: 6/7/2026

APPLICATION FOR SANCTIONING

This is a request for sanctioning by the Applicant to the Shawnee Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. The applicant is a student achievement program or a parent-teacher association or organization.

Name of Applicant: Shawnee Softball Fastpitch Booster Club

Applicant's Address: 4404 Traditional Way
Shawnee, OK 74804

Applicant's Taxpayer I.D. Number: 41-3699541

Applicant's Representative from whom additional information may be obtained: Alicia Fields

Applicant's Telephone Number: 405 343 9265

Applicant's Purpose, Goals, and Organizational Structure:

Alicia Fields - President
Destiny Bedwell - Vice President
Jae Robertson - secretary/Treasurer

Describe how the school district and its students will benefit if the Applicant is sanctioned: Support SPS Fastpitch Softball program. Fundraisers - to help with the cost of activities and/or equipment as needed or when needed.

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the Applicant, and the decision of the Board of Education is final and nonappealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and nonappealable.

APPLICATION FOR SANCTIONING (Cont.)

Applicant also acknowledges that, in order for the school district to consider whether to maintain the sanctioning action of applicant, applicant shall provide to the Board of Education, upon request, on an annual basis, by July 1 of each year, the audit report, if any, for applicant's recently ended fiscal year, prepared by an independent accounting firm.

Instructions for Completing Application:

1. Complete this application and the attached financial statement. Please print or type. If necessary, use additional sheets of paper.
2. Sign and date this application.
3. Deliver the application to:

_____ (name)
Shawnee Public Schools
326 N Union Ave, Shawnee OK 74801 address
_____

Alicia Tutas
Applicant

By: _____ Date: 6/8/2024

SHAWNEE BOARD OF EDUCATION	CFBB-E

APPLICATION FOR SANCTIONING

This is a request for sanctioning by the Applicant to the Shawnee Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. The applicant is a student achievement program or a parent-teacher association or organization.

Name of Applicant: Jefferson PTO

Applicant's Address: 405 W. Dill
Shawnee, OK 74801

Applicant's Taxpayer I.D. Number: 39-3919408

Applicant's Representative from whom additional information may be obtained: Zara Lancaster

Applicant's Telephone Number: (405) 777-8293

Applicant's Purpose, Goals, and Organizational Structure: The purpose and goals of the JPTO is to provide support for the students, staff, and administration of Jefferson Elementary by promoting parent involvement. The JPTO will consist of an elected board and all interested Jefferson teachers, staff, and parents.

Describe how the school district and its students will benefit if the Applicant is sanctioned: The JPTO will provide support for all students and staff as well as raise funds to provide experiences for all.

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the Applicant, and the decision of the Board of Education is final and nonappealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and nonappealable.

APPLICATION FOR SANCTIONING (Cont.)

Applicant also acknowledges that, in order for the school district to consider whether to maintain the sanctioning action of applicant, applicant shall provide to the Board of Education, upon request, on an annual basis, by July 1 of each year, the audit report, if any, for applicant's recently ended fiscal year, prepared by an independent accounting firm.

Instructions for Completing Application:

1. Complete this application and the attached financial statement. Please print or type. If necessary, use additional sheets of paper.
2. Sign and date this application.
3. Deliver the application to:

_____ (name)

Shawnee Public Schools

326 N Union Ave, Shawnee OK 74801 address

Jefferson PTO

Applicant

By: Zara Lancaster Date: 5/27/26

SHAWNEE BOARD OF EDUCATION	CFBB-E

APPLICATION FOR SANCTIONING

This is a request for sanctioning by the Applicant to the Shawnee Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. The applicant is a student achievement program or a parent-teacher association or organization.

Name of Applicant: Shawnee Baseball Boosters Club

Applicant's Address: P.O. Box 1233
Shawnee, OK 74802

Applicant's Taxpayer I.D. Number: 33-3698120

Applicant's Representative from whom additional information may be obtained: Julie Hokit, Secretary

Applicant's Telephone Number: (918) 470-4294

Applicant's Purpose, Goals, and Organizational Structure: to support and promote Shawnee high school baseball program by fundraising, encouraging game attendance, promoting good sportsmanship and spirit and volunteers services to keep costs down. Organizational structure consists of a President, Vice President, Secretary and Treasurer and other committee members as necessary. Officers are elected annually by majority vote of current members attending meeting.

Describe how the school district and its students will benefit if the Applicant is sanctioned: By providing financial support above and beyond what the school is able to provide, the baseball program is able to have equipment upgrades, travel expenses paid, and facility improvements done giving the baseball athletes a state of the art facility. The student engagement is built by having these opportunities available which rallys the parents and community.

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the Applicant, and the decision of the Board of Education is final and nonappealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and nonappealable.

APPLICATION FOR SANCTIONING (Cont.)

Applicant also acknowledges that, in order for the school district to consider whether to maintain the sanctioning action of applicant, applicant shall provide to the Board of Education, upon request, on an annual basis, by July 1 of each year, the audit report, if any, for applicant's recently ended fiscal year, prepared by an independent accounting firm.

Instructions for Completing Application:

1. Complete this application and the attached financial statement. Please print or type. If necessary, use additional sheets of paper.
2. Sign and date this application.
3. Deliver the application to:

_____ (name)
Shawnee Public Schools
326 N Union Ave, Shawnee OK 74801 address

Julie Abbott, Secretary
Applicant

By: Shawnee Baseball Boosters Club Date: 5/29/24

SHAWNEE BOARD OF EDUCATION	CFBB-E

APPLICATION FOR SANCTIONING

This is a request for sanctioning by the Applicant to the Shawnee Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. The applicant is a student achievement program or a parent-teacher association or organization.

Name of Applicant: SHS Girls Volleyball Booster Club

Applicant's Address: 1610 N Minnesota
Shawnee OK 74804

Applicant's Taxpayer I.D. Number: 39-2602271

Applicant's Representative from whom additional information may be obtained: Shelly Welch

Applicant's Telephone Number: 405-640-0212

Applicant's Purpose, Goals, and Organizational Structure:

Organizational Structure: Officers and Parents
Purpose: To raise money for the general needs of the players
Goal: Financial Support of the volleyball team

Describe how the school district and its students will benefit if the Applicant is sanctioned: The money raised will help support the girls on the team. Money raised will provide team shirts and cover travel/tour expenses.

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the Applicant, and the decision of the Board of Education is final and nonappealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and nonappealable.

APPLICATION FOR SANCTIONING (Cont.)

Applicant also acknowledges that, in order for the school district to consider whether to maintain the sanctioning action of applicant, applicant shall provide to the Board of Education, upon request, on an annual basis, by July 1 of each year, the audit report, if any, for applicant's recently ended fiscal year, prepared by an independent accounting firm.

Instructions for Completing Application:

1. Complete this application and the attached financial statement. Please print or type. If necessary, use additional sheets of paper.
2. Sign and date this application.
3. Deliver the application to:

_____ (name)
Shawnee Public Schools
326 N Union Ave, Shawnee OK 74801 address

SHS Girls Volleyball Booster Club
Applicant

By: Shelly Welch Date: 6/23/26

SHAWNEE BOARD OF EDUCATION	CFBB-E

APPLICATION FOR SANCTIONING

This is a request for sanctioning by the Applicant to the Shawnee Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. The applicant is a student achievement program or a parent-teacher association or organization.

Name of Applicant: Shawnee middle School PTO

Applicant's Address: 4300 N. Union Shawnee, OK 74804

Applicant's Taxpayer I.D. Number: 23-711-5268

Applicant's Representative from whom additional information may be obtained: Lori Edwards 405 473-0377

Applicant's Telephone Number: (405) 473-0377

Applicant's Purpose, Goals, and Organizational Structure: To support our Teachers and staff for all they do for our students. And, to get parents inudved.

Describe how the school district and its students will benefit if the Applicant is sanctioned: To raise funds to support our staff + kids. The staff work so hard for our students

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the Applicant, and the decision of the Board of Education is final and nonappealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and nonappealable.

APPLICATION FOR SANCTIONING (Cont.)

Applicant also acknowledges that, in order for the school district to consider whether to maintain the sanctioning action of applicant, applicant shall provide to the Board of Education, upon request, on an annual basis, by July 1 of each year, the audit report, if any, for applicant's recently ended fiscal year, prepared by an independent accounting firm.

Instructions for Completing Application:

1. Complete this application and the attached financial statement. Please print or type. If necessary, use additional sheets of paper.
2. Sign and date this application.
3. Deliver the application to:

_____ (name)
Shawnee Public Schools
326 N Union Ave, Shawnee OK 74801 address

Shawnee Middle School
Applicant

By: [signature] Date: June 1, 2026

SHAWNEE BOARD OF EDUCATION	CFBB-E

APPLICATION FOR SANCTIONING

This is a request for sanctioning by the Applicant to the Shawnee Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. The applicant is a student achievement program or a parent-teacher association or organization.

Name of Applicant: SHS TRACK AND FIELD BOOSTER CLUB

Applicant's Address: 322 E MAIN ST

TECUMSEH, OK 74873

Applicant's Taxpayer I.D. Number: 39-3967065

Applicant's Representative from whom additional information may be obtained: WILL BRANTLEY

Applicant's Telephone Number: 731.267.2081

Applicant's Purpose, Goals, and Organizational Structure: TO SUPPORT THE SHAWNEE HIGH SCHOOL CROSS COUNTRY & TRACK & FIELD ATHLETES AND COACHES.

Describe how the school district and its students will benefit if the Applicant is sanctioned: WE HELP PROVIDE WATER, GATORADE, SNACKS, & FOOD FOR STUDENT ATHLETES AT CROSS COUNTRY AND TRACK & FIELD MEETS. WE ALSO ASSIST THE COACHES WITH WHATEVER OTHER SUPPLIES OR HELP THEY MAY NEED.

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the Applicant, and the decision of the Board of Education is final and nonappealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and nonappealable.

APPLICATION FOR SANCTIONING

This is a request for sanctioning by the Applicant to the Shawnee Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. The applicant is a student achievement program or a parent-teacher association or organization.

Name of Applicant: Shawnee QB Club, Inc.

Applicant's Address: P.O. Box 113

Shawnee, OK 74802

Applicant's Taxpayer I.D. Number: 39-2476703

Applicant's Representative from whom additional information may be obtained: Teresa Williams

Applicant's Telephone Number: 405-765-8155

Applicant's Purpose, Goals, and Organizational Structure:

The Shawnee QB Club is a nonprofit organization dedicated to supporting the Shawnee football program through community involvement, fundraising, and fostering positive relationships among parents, businesses, coaches, and athletes.

Describe how the school district and its students will benefit if the Applicant is sanctioned: The Shawnee QB Club supports the Shawnee football program through fundraising, volunteer efforts, and community partnerships. Sanctioning allows the organization to provide resources and opportunities to enhance the experience of student-athletes, strengthen school spirit, and foster positive community involvement.

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline the Applicant, and the decision of the Board of Education is final and nonappealable. Applicant further acknowledges that (a) the Board of Education may, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the Board of Education is final and nonappealable.

APPLICATION FOR SANCTIONING (Cont.)

Applicant also acknowledges that. in order for the school district to consider whether to maintain the sanctioning action of applicant, applicant shall provide to the Board of Education, upon request, on an annual basis, by July I of each year. the audit report, if any, for applicant's recently ended fiscal year, Prepared by an independent accounting firm.

Instructions for Completing Application:

I. Complete this application and the attached financial statement. Please Print or type. If necessary, use additional sheets of paper.

2. Sign and date this application.

J. Deliver the application to:

_____(name)
Shawnee Public Schools
326 N Union Ave, Shawnee OK 74801 address

Shawnee QB Club, Inc
Applicant

By: Amanda Estala Date: 06/04/2026

Exhibit A

June 29, 2026 - PERSONNEL BOARD ACTION

NAME	JOB & SITE	EFFECTIVE DATE
RESIGNATION CERTIFIED		
Kaseca, Leila	Math Teacher / SHS	5/22/2026
Pennington, Cherity	Library Media Specialist / SMS	5/22/2026
Wiley, Jaden	Social Studies Teacher / SMS	5/22/2026
RESIGNATION SUPPORT		
Galloway, Robert	Bus Driver / Transportation	5/22/2026
Little, Paul	Custodian / SHS	6/18/2026
Spruill, Eric	Bus Monitor / Transportation	5/22/2026
Stewart, Bethany	Bus Driver / Transportation	5/22/2026

RECOMMEND TO HIRE ADMINISTRATION 2026-2027

ADMINISTRATION	Position	Date
Bullen, Courtney	Assistant Principal / SMS	07/20/2026
Cook, Tara	JTA	07/20/2026

Exhibit B

June 29, 2026 - PERSONNEL BOARD ACTION

NAME	JOB & SITE	EFFECTIVE DATE
ADMINISTRATOR		
Elghadi, Adam	Assistant Principal / SHS	07/20/2026
RECOMMEND TO HIRE ON TEMPORARY CONTRACT 2026-2027		
CERTIFIED		
Averill, Sarah	5th Grade Teacher / Jefferson	08/06/2026
Brooks, Monica	Science Teacher / SMS	08/06/2026
Copeland, Terry	3rd Grade Teacher / Will Rogers	08/06/2026
Holland, Harrison Jake	Social Studies Teacher / SMS	08/06/2026
Maddux, Trace	Social Studies Teacher / SMS	08/06/2026
McCoy, Ashley	2nd Grade Teacher / Sequoyah	08/06/2026
Meurer, Martha	Reading Specialist / SECC	08/06/2026
Ramirez, Lindsey	Counselor / SMS	08/06/2026
Swank, Mariah	1st Grade Teacher / Will Rogers	08/06/2026
SUPPORT		
Chartier, Bobby	Custodian / Horace Mann	06/01/2026
Cook, Keyonna	Custodian / Will Rogers	07/01/2026
Warren, Libby	Permanent Sub Paraprofessional / SHS	08/06/2026
Yocham Leslie	DHS / SMS	08/06/2026
ADJUNCT TEACHER		
Moseley, Aaron	Business Teacher / Head Boys Basketball / SHS	08/06/2026
ADJUNCT COACH		
Kellogg, Casey	Softball / SMS	08/06/2026

Exhibit A

June 29, 2026 - PERSONNEL BOARD ACTION

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RESIGNATION CERTIFIED		
Kaseca, Leila	Math Teacher / SHS	5/22/2026
Pennington, Cherity	Library Media Specialist / SMS	5/22/2026
Wiley, Jaden	Social Studies Teacher / SMS	5/22/2026
RESIGNATION SUPPORT		
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Little, Paul	Custodian / SHS	6/18/2026
Spruill, Eric	Bus Monitor / Transportation	5/22/2026
Stewart, Bethany	Bus Driver / Transportation	5/22/2026

RECOMMEND TO HIRE ADMINISTRATION 2026-2027

ADMINISTRATION	Position	Date
Bullen, Courtney	Assistant Principal / SMS	07/20/2026
Cook, Tara	JTA	07/20/2026

Exhibit B

June 29, 2026 - PERSONNEL BOARD ACTION

NAME	JOB & SITE	EFFECTIVE DATE
ADMINISTRATOR		
Elghadi, Adam	Assistant Principal / SHS	07/20/2026
RECOMMEND TO HIRE ON TEMPORARY CONTRACT 2026-2027		
CERTIFIED		
Averill, Sarah	5th Grade Teacher / Jefferson	08/06/2026
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ADJUNCT COACH		
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